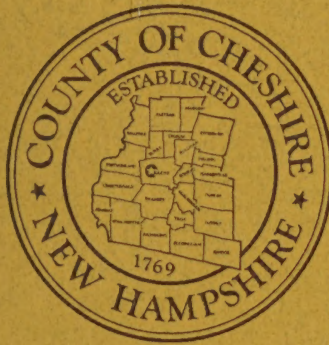


Rep. Steve Lindsey
89 Marlboro St
Keene, NH 03431

**REPORT
OF THE
COUNTY COMMISSIONERS
COUNTY TREASURER
AND OTHER
OFFICERS OF CHESHIRE COUNTY
NEW HAMPSHIRE**

For the year ending December 31, 2008



Keene Sentinel Print Shop
Keene, NH
Printed in 2009

**REPORT
OF THE
COUNTY COMMISSIONERS
COUNTY TREASURER
AND OTHER
OFFICERS OF CHESHIRE COUNTY
NEW HAMPSHIRE**

For the year ending December 31, 2008




Notes

TABLE OF CONTENTS

	PAGE
List of Cheshire County Officers	1
List of Cheshire County Delegation, 2009	2
Report of Cheshire County Commissioners	3
Report of Cheshire County Attorney	4
Report of Registry of Deeds	8
Report of Sheriff's Department	9
Report of Alternative Sentencing Department	12
Report of Department of Corrections	14
Report of Computer Operations	21
Report of Facilities	23
Report of Human Resources	24
Report of Human Services Department	27
Report of Maplewood Nursing Home	33
Report of Safety Officer	37
Report of UNH Cooperative Extension Service	38
Report of Farm	49
Report of Auditor	50
Minutes of Meetings and Public Hearings	104

County Delegation/Executive Committee Minutes



Digitized by the Internet Archive
in 2022 with funding from
University of New Hampshire Library



CHESHIRE COUNTY OFFICERS

COMMISSIONERS	352-8215
Stillman Rogers, Chairman	
John Pratt, Vice Chairman	
Roger Zerba, Clerk	
COUNTY ADMINISTRATOR	352-8215
John G. Wozmak, JD, NHA	
COUNTY ATTORNEY	352-0056
Peter Heed	
ASSISTANT COUNTY ATTORNEYS	352-0056
David Lauren, Donald McLaughlin, Kathleen O'Reilly, John Vorder Bruegge, John Webb, Elizabeth Cleary, Jean Kilham	
MEDICAL EXAMINER	352-5000
Rosemary Swain ADME; Barry L. Stern, MD; Cheryl Pinney, ME, Hal Brown, DME	
REGISTER OF DEEDS	352-0403
Evelyn S. Hubal	
SHERIFF	352-4238
Richard Foote	
TREASURER	357-0793
Stuart West	
CLERK OF SUPERIOR COURT	352-6902
Barbara Hogan	
REGISTER OF PROBATE	357-7786
Anna Z. Tilton	
MANAGER OF ALTERNATIVE SENTENCING PROGRAM	355-0157
Michael Potter	
SUPERINTENDENT OF JAIL	399-7794
Richard N. Van Wickler	
COMPUTER OPERATIONS COORDINATOR	355-3034
Doug Scribner	
FACILITIES MANAGER	399-7300
Barry King	
FARM MANAGER	399-7347
David Putnam	
DIRECTOR OF FINANCE	355-3036
Sheryl Trombly	
MANAGER OF HUMAN RESOURCES	399-7317
Wendy Hurley	
DIRECTOR OF HUMAN SERVICES	357-4988
Mimi Barber	
MAPLEWOOD NURSING HOME ADMINISTRATOR	399-4912
Kathryn Kindopp NHA	399-7302
DIRECTOR OF NURSING SERVICES	399-4912
Dodie Sheltra	

**CHESHIRE COUNTY DELEGATION
2009-2010**

District 1 Gilsum, Surry, Westmoreland

John J Laurent, 603 River Rd, Westmoreland 03467 399-7745

District 2 Alstead, Marlow, Nelson, Roxbury, Stoddard, Walpole

Daniel A. Eaton, 1 Shedd Hill Rd, Stoddard 03464-4423 446-3535

Tara Sad, POB 909 Walpole 03608 756-4861

Lucy Weber, 217 Old Keene Road, Walpole 03608 756-4338

District 3 Keene

Delmar Burridge, 7 Starlight Dr., Keene 03431 352-5363

Suzanne Butcher, 44 Felt Road Keene 03431 357-8383

Steve Lindsey, 89 Marlboro Street, #1, Keene 03431 547-7375

David Meader, P.O.Box 1030, Keene 03431 357-1340

Kris Roberts, 58 Grove Street Keene 03431 352-1105

Timothy N. Robertson, 185 Daniels Hill Rd, Keene 03431-5704 352-7006

Charles Weed, 28 Damon Ct., Keene 03431 352-8309

District 4 Chesterfield, Hinsdale, Winchester

Tim Butterworth, 72 N. Hinsdale Rd, Chesterfield 03443 363-8076

William Butynski, 60 River Road POB 105, Hinsdale 03451 336-7498

Daniel Carr, POB 111, Ashuelot, 03441 239-6830

Henry A L. Parkhurst, One Parkhurst Pl, Winchester 03470-2460 239-8945

District 5 Fitzwilliam, Richmond

Barbara H. Richardson, 101 Morgan Road, Richmond 03470 239-8346

District 6 Harrisville, Marlborough, Swanzey, Troy

Peter Allen, 25 Seaver Rd, Chesham 03450 827-5530

Jane B. Johnson, 329 Sawyers Crossing, Swanzey 03446S 352-4057

Gus Lerandeau, 19 Swanzey Factory Road, Keene 03431 352-7991

Nancy Carlson, POB 327, W. Swanzey 03469 352-3768

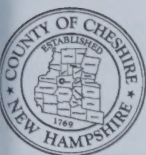
District 7 Dublin, Jaffrey, Rindge

Susan Emerson, 1121 NH 119 Rindge 03461 899-6529

John B. Hunt, 79 Sunridge Road, Rindge 03461 899-6000

Bonnie Mitchell, 7 Parsons Lane Jaffrey 03452 532-6311

Franklin Sterling, 63 Monadnock View, Jaffrey 03452 532-8284



County of Cheshire

33 West Street, Keene, NH 03431

Website: www.co.cheshire.nh.us

Commissioners Annual Report

Commissioner Zerba reported in the last annual report that the long delayed construction of a new jail had been approved. The year 2007 saw the plans come to fruition. Construction on the new facility has progressed on schedule and by year's end substantial portions of the building have been completed. Completion of the project is expected by the end of 2009. In the spring the Commissioners explored geo-thermal heating and cooling and determined that installation of such a system would be feasible. Upon recommendation of the Commissioner the Delegation approved additional funds and the system is currently being installed. This decision will reduce our carbon footprint and save taxpayer dollars in fuel costs over the life of this building in addition to drastically cutting greenhouse gasses.

The staff of Maplewood Nursing Home continues to provide excellent care for the 148 residents who reside or receive care there at any given moment. The Commissioners have conducted periodic inspections of the facility and have noted that there will be increasing need to replace or renew equipment and infrastructure. This year the maintenance staff recommended the installation of a new ozone laundry system involving the washing machines in laundry and new propane drying systems. The cost of these new systems will be recovered in savings in approximately six months and the new systems can be expected to continue to provide savings over the next decade or so. The ozone system uses less hot water and less laundry chemicals, which is also better for the environment.

At the request of several towns, the Commissioners acted to assume responsibility for the Regional Prosecutor system for the prosecution of cases in District Court. Starting with seven towns, the system now included 11 towns and the City of Keene will join the system in early 2009. We expect that more towns will join the system in 2009. The County has also become more engaged as a coordinating agency in plans to provide coverage for public health emergencies should they arise in the county. The Commissioners feel that a primary function of county government is to assist towns to perform tasks that they are not able to do alone and that public health and safety are paramount and mutual concerns. With its resources in health care, policing and dispatch and financial management the County is in a position to provide this assistance.

The programs the county has developed as an alternative to jail are proceeding well. The Alternative Sentencing Program continues its work with the Keene District Court and the Mental Health Court to insure that people who should not be incarcerated are not incarcerated. In 2009, we added a Day Reporting Center to track those pre-trial offenders who, when released awaiting trial, can continue to be productive members of society. We thank our employees and the people of Cheshire County for their hard work and continued support in our efforts to maintain the health and vitality of our greater community.

Stillman Rogers
Chairman, Cheshire County Board of Commissioners

**CHESHIRE COUNTY
STATE OF NEW HAMPSHIRE
OFFICE OF
THE COUNTY ATTORNEY**

**PETER W. HEED
CHESHIRE COUNTY ATTORNEY**

ASSISTANT COUNTY ATTORNEYS

**KATHLEEN G. O'REILLY
DAVID LAUREN
CHRIS MCLAUGHLIN
JOHN S. WEBB
ELIZABETH H. CLEARY
JEAN M. KILHAM
JOHN VORDER BRUEGGE**

**SARAH MCKENZIE HOSKINS
DOMESTIC VIOLENCE
VICTIM/WITNESS COORDINATOR**

**JULIE J. SHORT
VICTIM/WITNESS COORDINATOR**

**CILLA DEHOTMAN
VICTIM/WITNESS COORDINATOR**

**SUPERIOR COURT HOUSE
12 COURT STREET,
KEENE, NEW HAMPSHIRE 03431**

**TEL. (603) 352-0056
FAX (603) 355-3012**

**RE: OFFICE OF THE CHESHIRE COUNTY ATTORNEY
ANNUAL REPORT 2008**

The primary responsibility of the Office of the Cheshire County Attorney is the prosecution of felony level crimes in the Cheshire County Superior Court. The Attorneys at the County Attorneys Office oversee major felony investigations, working closely with police officers and investigators. When an investigation is completed, the Attorneys then review all reports, and a determination is made as to the bringing of proper criminal charges. This process may include filing complaints in the District Court and/or making presentations before the Grand Jury. The Attorneys then handle all pre-trial procedures and proceed to a jury trial if a case is not resolved by a plea or other non-trial resolution. Additionally, one of the Assistant County Attorneys in our office, David Lauren, works under a federal grant, which requires approximately one half of his case load to be devoted to the prosecution of cases involving domestic violence. Consequently, David is at the Keene District Court on a regular basis.

The case load at the Office of the Cheshire County Attorney continues to be heavy. During 2008, approximately 739 felony case files were handled by members of the office and approximately 72 violations of felony level probation were prosecuted. Attorneys from this office formerly presented 528 cases to the Grand Jury for indictment consideration. The felony case load per attorney averaged more than 110 active felony case files. Additionally, attorneys from this office reviewed and issued 46 administrative subpoenas, analyzed 57 DCYF reviews, issued 63 one party authorizations, (primarily to the New Hampshire Attorney General's Drug Task Force) and were consulted in 132 untimely death investigations in Cheshire County.

The Cheshire County District Court Prosecution Program continues to grow and has been extremely successful. During 2008, the Towns of Winchester, Stoddard, Surry, and Marlow joined the program. (The City of Keene recently joined the program in March of 2009.) The program now accounts for the large majority of all cases coming before the Keene District Court. By increasing the number of member towns, the Cheshire County District Court Prosecution Program has been able to increase efficiency, improve Officer training, and provide more uniformed policies among County police departments. Moreover, because the program's prosecutors work so closely with the felony prosecutors at the Superior Court, the County Attorneys Office has been able to improve communication from the earliest stages of felony cases, resulting in improved chances of early resolution and success in Superior Court.

In March of 2008, in order to meet the increase volume of cases, Attorney Jean M. Kilham, Esquire joined the office. Attorney Kilham graduated from the University of New Hampshire in 2001, and received her law degree from the Massachusetts School of Law in June of 2006. She is a member of

both the Massachusetts bar and the New Hampshire Bar, and she has been an invaluable addition to the program.

Attorney Kilham joins Attorney Elizabeth Cleary who has guided the program from its inception. Her dedication and hard work are greatly appreciated. In addition, Officer John Dudek assists as a part time liaison officer, Pam Wilson serves as the administrative assistant, and 2 local contract attorneys – Martha M. Jacques, Esquire and William W. Cleary, Esquire – assist on an as-needed basis. This District Court prosecution team, under the direct supervision of the County Attorney, handles all misdemeanor offenses that arise in the 12 towns, and also the initial stages (including bail arguments and probable cause hearings) of most felony cases. Additionally, the team also handles many of the town's juvenile matters. During 2008, more than 884 case files were handled and processed. The 12 towns now benefit from the expertise of the County Attorney's Office. Conversely, the County Attorney's Office benefits from increased communication between its District Court and Superior Court prosecutors, who often encounter the same defendants, victims, and legal issues in the two different Courts.

In the Superior Court, the County is fortunate to have 5 Assistant County Attorneys handling felony cases - Kathleen O'Reilly, Chris McLaughlin, David Lauren, John Webb, and John Vorder Bruegge. Kathleen O'Reilly is now in her 13th year with the office. Kathleen has always been particularly hard working, and she has shouldered a great deal of the case burden, particularly involving complex financial cases. Chris McLaughlin is in his third year with the office, after serving many years as one of the lead attorneys with the Public Defender. Chris is a top-level trial attorney with vast experience, and he has high credibility with law enforcement as well as the defense bar. David Lauren is an experienced attorney in his third year with the office. He previously worked for the Maine Attorney General's Office as well as an Assistant County Attorney in Hillsborough County. He brings with him interest and experience in the area of domestic violence cases. Assistant County Attorney John Webb, is our most recent addition to the trial team, having joined the office in 2007. He comes to us from Merrimack County, where he was a veteran prosecutor. Prior to that experience, Attorney Webb served as a Law Clerk to the Superior Court. John has proven himself to be an aggressive and valued prosecutor, one on whose judgement I can rely.

The responsibility of the attorneys in our office continues to grow and will increase during my tenure as the County Attorney. I require my Assistant County Attorneys to be on call on a rotating basis, so as to be available to assist local law enforcement with major case investigations as well as fatal accident scenes where potential criminal charges may be brought. Additionally, my assistants must be available to consult on untimely deaths and related investigations. The Office of the County Attorney will be providing periodic training seminars throughout the year open to all County law enforcement agencies. Additionally, either I or one of the Assistant County Attorneys, continue to meet by-weekly with investigators from the Keene Police Department and monthly with members of other law enforcement agencies at the Jaffrey Police Department, in order to provide updates on recent legal decisions, as well as reviewing pending investigations. Finally, a representative of this office attends the monthly Karim (Keene Area Regional Intelligence Meeting) as well as the meetings of the Cheshire County Chiefs of Police Association.

The Attorneys in our office also continue to meet regularly with members of law enforcement, social services, crisis workers, victim witness advocates, mental health professionals, and medical specialists in order to insure the success of the recently opened Child Advocacy Center in Cheshire County. The

ideology behind the center is the institution of multidisciplinary teams trained in the investigation and prosecution of physical and sexual abuse against children. They work together as a unified team from the inception of a report of abuse that occurs anywhere in our County. The opening of the Child Advocacy Center has been a significant accomplishment, and it is of great assistance to all law enforcement regarding the investigation of crimes against children. I want to particularly recognize the efforts of Atonya Hart, Executive Director of the CAC, Colleen Duquette of the Division of Children and Youth, as well as Detective Paul Bertolami of the Swanze Police Department, in helping to make the Child Advocacy Center in Cheshire County a reality. I anticipate that the Child Advocacy Center will have a significant and positive impact on the prosecution of child predators.

The success of the Attorneys in our office is directly related to the support received from our victim witness coordinators, Sarah Hoskins, Julie Short, and Cilla DeHotman. Sarah Hoskins is a victims witness coordinator of vast experience. She is assigned to provide victim witness services to victims of domestic abuse and works primarily in the Keene District Court. Last year alone, Sarah worked on an excess of 210 new domestic violence cases involving approximately 350 crimes. Sarah works closely with Assistant County Attorneys Cleary, Assistant County Attorney Kilham, and Assistant County Attorney Lauren. Julie Short is in her second year of working as a victim witness coordinator for felony level offenses, and she is doing an excellent job. Julie previously served as the Office Manager in our office. Julie brings her talents to this challenging position and focuses much of her energy providing services to victims in the Jaffrey/Peterborough District Court, as well as to victims of violent and non-violent felony crimes throughout the County. The new addition to the victim witness coordinator team this year is Cilla Dehotman, who replaces victim witness advocate Lyndi Horn (who left the office to move south with her family). The Cheshire County Attorneys office is very lucky to have connected with Cilla DeHotman, who previously served as director of inmate classification at the Cheshire County House of Correction. Cilla has significant experience in the field of corrections and in dealing with people who have been impacted by the Criminal Justice System. She brings a particular sensitivity and professionalism to her job. We are thrilled to have her as part of the team. All three of these talented people are invaluable to the success of our office and to law enforcement in general. They provide an important resource and point of contact for victims of crime and witnesses to crime in our County. Without the help and efforts of Sarah and Julie, and Cilla, this office would not be able to be as responsive to the needs of victims, witnesses, and law enforcement officers.

I want to close by particularly recognizing the tremendous efforts of our administrative staff: Gemma Lantry, the office manager; Tricia Lachenal, Laurie Burt, and Pam Kinyon, our administrative assistants. While the Attorneys get the credit for their work in the courtroom, it is the administrative staff which gets us ready to go on a daily basis, often working under tight deadlines. These staff members are incredibly hard working and dedicated to the success of the office. They bring a positive attitude and a high level of professionalism to the office each and every day. At times, they are under appreciated and over worked, but at the end of the day, we all realize that they are invaluable in providing our finished product, which is service to all.

I look forward to the challenges facing the office of the Cheshire County Attorney in 2009. I anticipate enlarging the District Court Prosecution Program to respond to the requirements and hopes of the many towns in Cheshire County. I also look forward to the challenge of the ever increasing crime rate and the complexity of the prosecutions, which continually come before our various Courts.

Respectfully submitted,

Peter W. Heed
Cheshire County Attorney

CHESHIRE COUNTY
REGISTRY OF DEEDS
Evelyn Stavrou Hubal, Register
33 West Street
Keene N H 03431

To the Citizens of Cheshire County

I hereby submit my annual report for the year ending December 31, 2008 as Register of Deeds of Cheshire County.

Recordings continued on a down spiral. Actual transfers of property resulted in a collection of \$4,45,1986.00 for the Department of Revenue and the county realized a total of \$193,295.56 from the %4 rebate to the county.

Passage of funding the Land and Community Heritage Investment Program, LChip became effective as of July 1, 2008. With the additional \$25 due on four (4) specific documents, \$98,928 was collected for the state and additional \$4,122 was paid to the county for the Register's service.

Recordings continued on a downward spiral. Actual transfers of property resulted in a collection on \$4,451,986.00 for the Department of Revenue and the county realized a total of \$193,295.56 from the 4% rebate to the county.

The additional \$2 surcharge on all documents, which was established as a separate nonlapsing account for the exclusive use of the Registry of Deeds for the purchase, rental or repair of equipment, continued to grow. Some of these funds were used for rental of the second scanning station. The ending balance as of Dec 2008 was \$118597.

With the downturn of the economy, the restoration project was delayed for a year, but other in-house projects continued such as scanning all plan card.

The web site www.nhdeeds.com continued to be helpful to the many law firms and real estate agencies in the areas.

The staff of 8 continued to serve the citizens of Cheshire County well.

Sincerely,

Evelyn S. Hubal, Register of Deeds



OFFICE OF THE SHERIFF CHESHIRE COUNTY

12 COURT STREET
KEENE, NEW HAMPSHIRE 03431

TELEPHONE
603/352-4238
FAX
603/355-3020

2008 ANNUAL REPORT

The year 2008 was my tenth year as Sheriff of Cheshire County. I ran for Sheriff to aid the Cheshire County Police Departments with their police communications and open a new era of cooperation between the Sheriff's Office and law enforcement agencies working in Cheshire County. I would like to take this opportunity to update the citizens of Cheshire County on the progress of reaching those goals.

Once in office it was determined that security in the Cheshire County Superior Court needed improvement and the deputies needed better equipment and pay. Through cooperation with the Superior Court and the support of the county commissioners and delegation we were able to add cameras and additional cells and security doors to the courthouse. We brought the deputies' salaries up to be competitive with the smaller full time police departments. As a result, in ten years only six deputies have moved to other agencies. The deputies are equipped with the tools needed to protect themselves and to aid and protect the public. The additions to the courthouse have made it easier and safer to control the movement of prisoners.

All of the deputies cars are equipped with the necessary safety equipment to transport prisoners and are radio compatible with all other police radios in the state. Through a grant from the state Car 54 Project, the cars that are used for patrol purposes are equipped with computers and radar. As those cars are replaced, it is our plan to equip them with an in-car video system. The patrol cars have 2-dimensional topographical mapping software with global positioning. This is an important asset when looking for wanted or lost persons or during an emergency such as the December ice storm.

By contract, the Sheriff's Office acts as the Police Chief for Gilsum and provides part-time law enforcement coverage to that town. This generates \$25,000 for the County. There is no duplication of services with any other law enforcement agencies; Sheriff's Office deputies respond as needed to assist with an emergency, or when requested by other agencies. We still assist with Pumpkin Fest, the Jaffrey Fire Works and the Clarence Demar Marathon.

On June 15, 2003 we began 24/7 police dispatching for all Cheshire County towns with the exception of Keene. That service has grown from non-existent to a minimum of 2 dispatch positions at all times that handle between 42,000 and 45,000 calls for service a year.

The Sheriff's Office has received grants to add radio repeater sites to Pack Monadnock and Pitcher Mountain. These sites provide better radio coverage for Cheshire County police departments. This helps expedite response of the police officers and gives more police officers portable radio coverage. Due to the number of calls on the weekend it was necessary to add a third dispatch position to handle the workload. The Sheriff's Office Communications Director works with all 24 police departments to ensure their equipment is compatible with the county and other agencies. It is a monumental task to

keep all agencies current with state and federal emergency management radio compatibility requirements.

In 2008 investigations increased by 67% from 27 to 45 with thefts and criminal mischief complaints showing the largest increase. Arrests increased by 14% to 328 as the deputies have made a concerted effort to clear warrants issued by the courts. Motor vehicle summonses, warnings and investigations decreased by 21% to 633. Civil process increased by 2% to 3936. Prisoner transports are down again this year but man-hours with transports and court have not decreased. Involuntary Emergency Hospitalization transports were down to 62 from 66.

Law Enforcement personnel and civilian staff in the Sheriff's Office participated in 312 hours of training in the following areas during 2008

- Background Investigation
- Child Sexual Exploitation
- Concealment Areas Within a Vehicle
- Conducting Physical Fitness
- CPR & AED Certification
- CPR & AED Re-certification
- DOJ Underage Drinking Prevention & Enforcement
- Domestic Violence Forms
- FBINAA 2008 Conference
- Firearms Instructor Re-Certification
- Fitness Duty Examinations & Contemporary Issues Facing L.E. Executives
- Ground Fighting Techniques
- Human Trafficking - Modern-Day Slavery
- Identity Theft
- Incident Response to Terrorist Bombings
- Awareness Level Training Course
- Juvenile Detention Alternative Initiative (JDAI) Implementation in Cheshire County
- Laurie Issues
- Man Trailing Training School
- NH Department of Safety Resource Management IS-703
- NHSP Sexual Offender Registration
- NHSP Terminal Agency Coordinator Training
- Outlaw Motorcycle Gangs in New Hampshire
- Protecting Our Schools Against Violence & Terrorism
- Radar Operator Class
- Sex Offender Registry & the Adam Walsh Act
- The Improved NH Driver's License

Sheriff's Office Personnel participated in the following community activities.

- Police Standards & Training Council
- Cheshire County MADD Chapter
- New Hampshire Special Olympics Law Enforcement Torch Run
- D.A.R.E. New Hampshire State Board of Directors
- The Prevention of Alcohol Abuse in Cheshire County
- SHEPARD Program
- New Hampshire Special Olympics Executive Committee

There are many challenges facing us in 2009 both economically and in law enforcement. We look forward to meeting those challenges and to providing quality law enforcement service to the citizens of Cheshire County.

Respectfully submitted,
Richard A. Foote, Sheriff



OFFICE OF THE SHERIFF CHESHIRE COUNTY

12 COURT STREET
KEENE, NEW HAMPSHIRE 03431

TELEPHONE
603/352-4238
FAX
603/355-3020

2008 ANNUAL REPORT

The year 2008 was my tenth year as Sheriff of Cheshire County. I ran for Sheriff to aid the Cheshire County Police Departments with their police communications and open a new era of cooperation between the Sheriff's Office and law enforcement agencies working in Cheshire County. I would like to take this opportunity to update the citizens of Cheshire County on the progress of reaching those goals.

Once in office it was determined that security in the Cheshire County Superior Court needed improvement and the deputies needed better equipment and pay. Through cooperation with the Superior Court and the support of the county commissioners and delegation we were able to add cameras and additional cells and security doors to the courthouse. We brought the deputies' salaries up to be competitive with the smaller full time police departments. As a result, in ten years only six deputies have moved to other agencies. The deputies are equipped with the tools needed to protect themselves and to aid and protect the public. The additions to the courthouse have made it easier and safer to control the movement of prisoners.

All of the deputies cars are equipped with the necessary safety equipment to transport prisoners and are radio compatible with all other police radios in the state. Through a grant from the state Car 54 Project, the cars that are used for patrol purposes are equipped with computers and radar. As those cars are replaced, it is our plan to equip them with an in-car video system. The patrol cars have 2-dimensional topographical mapping software with global positioning. This is an important asset when looking for wanted or lost persons or during an emergency such as the December ice storm.

By contract, the Sheriff's Office acts as the Police Chief for Gilsum and provides part-time law enforcement coverage to that town. This generates \$25,000 for the County. There is no duplication of services with any other law enforcement agencies; Sheriff's Office deputies respond as needed to assist with an emergency, or when requested by other agencies. We still assist with Pumpkin Fest, the Jaffrey Fire Works and the Clarence Demar Marathon.

On June 15, 2003 we began 24/7 police dispatching for all Cheshire County towns with the exception of Keene. That service has grown from non-existent to a minimum of 2 dispatch positions at all times that handle between 42,000 and 45,000 calls for service a year.

The Sheriff's Office has received grants to add radio repeater sites to Pack Monadnock and Pitcher Mountain. These sites provide better radio coverage for Cheshire County police departments. This helps expedite response of the police officers and gives more police officers portable radio coverage. Due to the number of calls on the weekend it was necessary to add a third dispatch position to handle the workload. The Sheriff's Office Communications Director works with all 24 police departments to ensure their equipment is compatible with the county and other agencies. It is a monumental task to

keep all agencies current with state and federal emergency management radio compatibility requirements.

In 2008 investigations increased by 67% from 27 to 45 with thefts and criminal mischief complaints showing the largest increase. Arrests increased by 14% to 328 as the deputies have made a concerted effort to clear warrants issued by the courts. Motor vehicle summonses, warnings and investigations decreased by 21% to 633. Civil process increased by 2% to 3936. Prisoner transports are down again this year but man-hours with transports and court have not decreased. Involuntary Emergency Hospitalization transports were down to 62 from 66.

Law Enforcement personnel and civilian staff in the Sheriff's Office participated in 312 hours of training in the following areas during 2008

- Background Investigation
- Child Sexual Exploitation
- Concealment Areas Within a Vehicle
- Conducting Physical Fitness
- CPR & AED Certification
- CPR & AED Re-certification
- DOJ Underage Drinking Prevention & Enforcement
- Domestic Violence Forms
- FBINAA 2008 Conference
- Firearms Instructor Re-Certification
- Fitness Duty Examinations & Contemporary Issues Facing L.E. Executives
- Ground Fighting Techniques
- Human Trafficking - Modern-Day Slavery
- Identity Theft
- Incident Response to Terrorist Bombings
- Awareness Level Training Course
- Juvenile Detention Alternative Initiative (JDAI) Implementation in Cheshire County
- Laurie Issues
- Man Trailing Training School
- NH Department of Safety Resource Management IS-703
- NHSP Sexual Offender Registration
- NHSP Terminal Agency Coordinator Training
- Outlaw Motorcycle Gangs in New Hampshire
- Protecting Our Schools Against Violence & Terrorism
- Radar Operator Class
- Sex Offender Registry & the Adam Walsh Act
- The Improved NH Driver's License

Sheriff's Office Personnel participated in the following community activities.

- Police Standards & Training Council
- Cheshire County MADD Chapter
- New Hampshire Special Olympics Law Enforcement Torch Run
- D.A.R.E. New Hampshire State Board of Directors
- The Prevention of Alcohol Abuse in Cheshire County
- SHEPARD Program
- New Hampshire Special Olympics Executive Committee

There are many challenges facing us in 2009 both economically and in law enforcement. We look forward to meeting those challenges and to providing quality law enforcement service to the citizens of Cheshire County.

Respectfully submitted,
Richard A. Foote, Sheriff



OFFICE OF THE SHERIFF CHESHIRE COUNTY

12 COURT STREET
KEENE, NEW HAMPSHIRE 03431

TELEPHONE
603/352-4238
FAX
603/355-3020

2008 ANNUAL REPORT

The year 2008 was my tenth year as Sheriff of Cheshire County. I ran for Sheriff to aid the Cheshire County Police Departments with their police communications and open a new era of cooperation between the Sheriff's Office and law enforcement agencies working in Cheshire County. I would like to take this opportunity to update the citizens of Cheshire County on the progress of reaching those goals.

Once in office it was determined that security in the Cheshire County Superior Court needed improvement and the deputies needed better equipment and pay. Through cooperation with the Superior Court and the support of the county commissioners and delegation we were able to add cameras and additional cells and security doors to the courthouse. We brought the deputies' salaries up to be competitive with the smaller full time police departments. As a result, in ten years only six deputies have moved to other agencies. The deputies are equipped with the tools needed to protect themselves and to aid and protect the public. The additions to the courthouse have made it easier and safer to control the movement of prisoners.

All of the deputies cars are equipped with the necessary safety equipment to transport prisoners and are radio compatible with all other police radios in the state. Through a grant from the state Car 54 Project, the cars that are used for patrol purposes are equipped with computers and radar. As those cars are replaced, it is our plan to equip them with an in-car video system. The patrol cars have 2-dimensional topographical mapping software with global positioning. This is an important asset when looking for wanted or lost persons or during an emergency such as the December ice storm.

By contract, the Sheriff's Office acts as the Police Chief for Gilsum and provides part-time law enforcement coverage to that town. This generates \$25,000 for the County. There is no duplication of services with any other law enforcement agencies; Sheriff's Office deputies respond as needed to assist with an emergency, or when requested by other agencies. We still assist with Pumpkin Fest, the Jaffrey Fire Works and the Clarence Demar Marathon.

On June 15, 2003 we began 24/7 police dispatching for all Cheshire County towns with the exception of Keene. That service has grown from non-existent to a minimum of 2 dispatch positions at all times that handle between 42,000 and 45,000 calls for service a year.

The Sheriff's Office has received grants to add radio repeater sites to Pack Monadnock and Pitcher Mountain. These sites provide better radio coverage for Cheshire County police departments. This helps expedite response of the police officers and gives more police officers portable radio coverage. Due to the number of calls on the weekend it was necessary to add a third dispatch position to handle the workload. The Sheriff's Office Communications Director works with all 24 police departments to ensure their equipment is compatible with the county and other agencies. It is a monumental task to

keep all agencies current with state and federal emergency management radio compatibility requirements.

In 2008 investigations increased by 67% from 27 to 45 with thefts and criminal mischief complaints showing the largest increase. Arrests increased by 14% to 328 as the deputies have made a concerted effort to clear warrants issued by the courts. Motor vehicle summonses, warnings and investigations decreased by 21% to 633. Civil process increased by 2% to 3936. Prisoner transports are down again this year but man-hours with transports and court have not decreased. Involuntary Emergency Hospitalization transports were down to 62 from 66.

Law Enforcement personnel and civilian staff in the Sheriff's Office participated in 312 hours of training in the following areas during 2008

- | | |
|---|--|
| <ul style="list-style-type: none">• Background Investigation• Child Sexual Exploitation• Concealment Areas Within a Vehicle• Conducting Physical Fitness• CPR & AED Certification• CPR & AED Re-certification• DOJ Underage Drinking Prevention & Enforcement• Domestic Violence Forms• FBINAA 2008 Conference• Firearms Instructor Re-Certification• Fitness Duty Examinations & Contemporary Issues Facing L.E. Executives• Ground Fighting Techniques• Human Trafficking - Modern-Day Slavery• Identity Theft• Incident Response to Terrorist Bombings | <ul style="list-style-type: none">Awareness Level Training Course• Juvenile Detention Alternative Initiative (JDAI) Implementation in Cheshire County• Laurie Issues• Man Trailing Training School• NH Department of Safety Resource Management IS-703• NHSP Sexual Offender Registration• NHSP Terminal Agency Coordinator Training• Outlaw Motorcycle Gangs in New Hampshire• Protecting Our Schools Against Violence & Terrorism• Radar Operator Class• Sex Offender Registry & the Adam Walsh Act• The Improved NH Driver's License |
|---|--|

Sheriff's Office Personnel participated in the following community activities.

- | | |
|---|---|
| <ul style="list-style-type: none">• Police Standards & Training Council• Cheshire County MADD Chapter• New Hampshire Special Olympics Law Enforcement Torch Run• D.A.R.E. New Hampshire State Board of Directors | <ul style="list-style-type: none">• The Prevention of Alcohol Abuse in Cheshire County• SHEPARD Program• New Hampshire Special Olympics Executive Committee |
|---|---|

There are many challenges facing us in 2009 both economically and in law enforcement. We look forward to meeting those challenges and to providing quality law enforcement service to the citizens of Cheshire County.

Respectfully submitted,
Richard A. Foote, Sheriff

**CHESHIRE COUNTY SHERIFF'S OFFICE
SUMMARY OF ACTIVITIES
2008**

INVESTIGATIONS

DEPARTMENT ASSIST	2
BURGLARY	2
ASSAULTS (by Prisoners, Aggravated, Simple & Sexual)	4
BAD CHECKS	1
FRAUD/FORGERY	2
CRIMINAL MISCHIEF	5
CRIMINAL TRESPASS	1
DOG RELATED	4
THEFTS (By Deception, Services, Attempts)	9
DISOBEYING A POLICE OFFICER	2
ALL OTHER OFFENSES	13
TOTAL	45

ARRESTS

CIVIL, CRIMINAL & CHILD SUPPORT	323
ASSIST OTHER DEPARTMENTS	5
TOTAL	328

TRANSPORTS

TO CHESHIRE COUNTY DEPT./CORR.	1,105
TO SUPERIOR COURT	478
TO DISTRICT COURTS	784
INVOLUNTARY EMERGENCY ADMISSIONS	62
TO OTHER AGENCIES, HOUSE OF CORR.,ETC.	212
TOTAL	2,641

CIVIL PROCESS SERVED

CIVIL PAPERS & SUBPOENAS	3,876
COUNTY ATTORNEY SUBPOENAS	60
TOTAL	3,936

MOTOR VEHICLE

WARNINGS	509
INVESTIGATIONS	16
SUMMONS	108
TOTAL	633

CHESHIRE COUNTY ALTERNATIVE SENTENCING PROGRAMS ANNUAL REPORT 2008

The Cheshire County Alternative Sentencing Program is made up of three distinct programs. All three work with individuals that have been charged with non-violent misdemeanor offenses, but focus on different underlying reasons that might have contributed to the arrest. The Alternative Sentencing Program focuses on individuals that have substance use disorders that influences their behavior. Mental Health Court Project's focus is on individuals with mental health disorders. And the Day Reporting Center offers help to those who other wise could not make cash bail. In some case these individuals may be requested to be monitored electronically.

2008 was a year of transition for CCASP. Gerry Pelletier, former CCASP Director, passed away and Michael Potter was promoted to fill the director's role. Janet Cleary, MA, LADC was hired as the Mental Health Case Manager. She was formally employed by Monadnock Family Services as an adult outpatient dual diagnosis clinician. Thanh Nguyen continues to do an excellent job with the DRC, melding his prior police experience with his educational background in psychology. And CCASP Administrative Assistant, Lisette Foley continues to contribute more to the three programs through utilization of her 15 years of experiences as a substance abuse paraprofessional. This combination of talent has helped to secure educational services through Keene Community Education and employment help with Work Force Opportunity Council as two new opportunities for clients to gain skills that statistically lowers recidivism. And because CCASP success, two in-state regions (Grafton & Merrimack Counties) and one out-of-state court system (Springfield, MA.) have contacted CCASP for consulting assistance.

In 2001 through a Federal Grant the Alternative Sentencing Program was developed to provide a treatment alternative to incarceration for misdemeanor offenders with a substance use disorder. Over that 7-year period 455 individuals have been served. In 2008, CCASP served 69 individuals. This reflects an increase of 15% since 2007. Out of those served in 2008, 57% completed successfully and 10 individuals were carried into 2009.

In 2003 CCASP expanded to assist the District Court with individuals who have moderate to severe mental health disorders. A total of 215 individuals have been seen and many of these clients also had a co-occurring substance use disorder. MHC served 51 individuals in 2008, which reflects a 76% increase from 2007. 55% were successfully completed. 19 individuals are still being seen the beginning of 2009.

The Day Reporting Center, the newest program that was started in October of 2007, worked with 26 individuals with 57% successful completion. Three individuals were being carried into 2009. Two individuals were required by the Court to be on Electronic Monitoring. This is a device that monitors the movement of the individual through GPS guidance system and reports their location 24 hours a day. It also has the capacity to be equipped with an alcohol detection device.

Statistical Information at a glance:

	ASP	MHC	DRC
Total Clients Served Since Inception	445	215	26
Number of Clients in 2008	69	51	26
Average Length of Stay	107 days	87 days	49 days
Rate of Successful Completion	57%	55%	57%

“Successful Completion” is defined as fulfillment of the individual’s Service Plan

Recidivism Study: Outcomes continue to be between 76% and 80%. Because this is a small sampling of completed clients, adjustments will be made in 2009 to increase the participation number.

Average Daily Cost per Client in 2008: \$26.92

Michael H. Potter, M.Ed., MLADC
CCASP Director



CHESHIRE COUNTY HOUSE OF CORRECTIONS

160 River Road
Westmoreland, New Hampshire 03467
www.co.cheshire.nh.us

Richard N. Van Wickler, Superintendent
Penny Davis, Executive Assistant
Telephone 603-399-7794
Fax 603-399-8334
TTY Access 1-800-735-2964

Cpt. Hank Colby, Programs
Lt. Kevin Clark, Classification
Cpt. Robert L. Hummel, Training
Cpt. John A. Mousseau, Safety and Security

Annual Report 2008

The most remarkable occurrence of this year is the beginning of new jail construction in May. It is anticipated that the project will be completed on schedule and on budget by March of 2010. We are aggressively pursuing training and the resources that we will need to open the new jail with a minimum amount of disruption and the goal of maximum efficiency.

Total Bookings for January 01, 2008 – December 31, 2008

SAFETY AND SECURITY ~ CPT. John Mousseau

Pretrial & Sentenced Inmates

Protective Custody

Total Persons Booked	1257	Total PC	331
Males	1044	Males	261
Females	213	Females	70
Pretrial	586		
Pretrial – Elect. Mon.	2		
Sentenced	297		
Federal Hold	11		
Dual Status	12		
Hold for NHSP	4		
Other – extradition, ICE, etc.	14		
Total Bookings	1257		

Total Disciplinary Reports

Majors –	288	Total Assaults by inmate on officer	6
Minors –	219	Total Assault inmate on inmate	6
Dismissed -	10	Total Suicide Attempts –	6
Guilty -	234	Sheriff's / SP Investigations	4
Not Guilty -	43	Use of OC Pepper Spray	4

Transports by Department of Corrections Personnel:

Court/Attorney requests	22
PC Drop off in Keene	53
Medical Emergency/Appointments	99
Agency – Other	<u>26</u>
Total:	200

Mental Health Department ~ Barnes Peterson **Collaboration with Antioch University New England**

The Mental Health Department continued its collaboration with the Antioch University Psychological Services Center (PSC) that was initiated in 2004. Eight doctoral-level clinical trainees provided mental health services for 34 male and female inmates in 2008. In the fall of 2008, two trainees offered an eight-week Emotion Regulation Skills Training Group to 6 male inmates. We currently have two PSC trainees that are providing clinical services for inmates. Eight additional doctoral-level students have expressed an interest in offering their services beginning in the summer of 2009.

We have also utilized the outstanding services of Mr. Mark Roberts, a masters-level intern from the Clinical Mental Health Counseling (CMHC) Program at Antioch University. Mark has been with us 20 hours per week since August 2008. He provided individual counseling for 31 inmates, 23 male inmates attended his Anger Management Group, and 4 female inmates attended his Relapse Prevention Group.

All services provided by our intern and trainees from Antioch University are offered at no cost to Cheshire County. In addition to the PSC trainees, we intend to utilize CMHC Program interns each academic year to increase our capacity to meet the growing mental health and substance abuse treatment needs of our inmate population.

Professional and Community Activities

Our Mental Health Clinician, Barnes K. Peterson, LCMHC, CCFC continues to actively participate on the Mental Health Court Committee, the Cheshire County Domestic Violence Council, and the Board of the NH Chapter of the National Association of Forensic Counselors. Barnes also represented the CCDOC at Elderwrap meetings in 2008. Barnes completed his service to the Corrections Committee of the Commission to Develop a Comprehensive Mental Health Plan in September. In addition to other committee duties, he collected statistical data from county departments of correction regarding mental health needs and services.

Barnes has taken an active role in a new collaboration of Cheshire County organizations and social services providers that is addressing issues associated with offender reentry and reducing recidivism. Barnes is assisting our new Case Manager, Doug Iosue, LICSW, in the formation of the Offender Rehabilitation Support Team (OREST) which will meet on a monthly basis to coordinate services for offenders. Barnes and Doug are also studying the factors that have contributed to the recidivism of the 100 offenders most frequently admitted to the CCDOC during the past 5 years. They intend to intensify reentry services for these inmates as well as lead an effort to obtain grant

funding to pay for these services.

2008 Inmate Mental Health and Substance Abuse Statistics

67% of the inmate population received mental health services

Of the 260 inmates who received a mental health assessment:

- 1 inmate required a transfer to the Secure Psychiatric Unit
- 2 inmates required transfers to New Hampshire Hospital
- 70% (181) required active mental health services (sessions every 1-2 weeks)
- 29% (76) required maintenance MH services (sessions on an as needed basis)
- 56% (145) received psychoactive medication
- 49% (127) met criteria for co-occurring disorders (Axis I diagnosis co-occurring with alcohol and/or drug abuse or dependence)
- 74% (193) met criteria for alcohol and/or drug abuse or dependence
- 38% (100) met criteria for alcohol abuse or dependence
- 50% (130) met criteria for drug abuse or dependence
- 25% (64) met criteria for opiate abuse or dependence
- 52% (136) met criteria for a personality disorder (primarily Antisocial PD)
- 15% (37) were assessed to be at high risk to attempt suicide
- 11% (29) were assessed to be at high risk to be violent
- 22% (56) were women

Inmates per age group who received a mental health assessment:

- 17-19 12% (31)
- 20-29 41% (108)
- 30-39 24% (63)
- 40-49 17% (44)
- 50-59 3% (7)
- 60+ 3% (7)

CASE MANAGER ~ The Department of Corrections is extremely fortunate to have Doug Iosue as our new inmate case manager who started late in the year of '08.

December was the first full month for the case management position at the jail. It was a busy month, with many initial procedures and protocols relating to access and referral, inmate movement to and from services, general communications and documentation/record keeping taking shape and being developed.

A Pre-Release/Reentry Handbook that has been designed and individualized to our facility and case management role is now in use with all sentenced inmates.

Housing Specialists continue to visit the jail on a monthly schedule to provide 1:1 outreach to inmates in need of housing.

The Case Manager has made preliminary arrangements to accept one masters level student intern for

the upcoming academic year (2009-10), having made contacts with UNH School of Social Work and Antioch University, Masters Counseling Psychology programs.

Statistics:

	<u>December 2008</u>	<u>January 2009</u>
<u>Total new cases:</u>	46	39
Pre-sentenced:	35	19
Sentenced:	10	20
Dual:	1	
Male:	38	34
Female:	8	5
<u>Total appointments:</u>	96	Data unavailable

Presenting Concerns/Problems:

<u>Domain</u>		
Alcohol/Drug	20	Data unavailable
Housing	13	"
Mental Health	5	"
Basic Needs*	3	"
Employment	2	"

Case Management Levels:

Level 3:	9	"
Level 2:	12	"
Level 1:	10	"
Level 0:	15	"

*example: no form of personal identification, transportation, benefits reinstatement

INMATE PROGRAMS ~ CPT. Hank Colby

The following information is a compiled list of different statistics and programs that the Inmate Programs Department is responsible for. During the 2008 calendar year, facility tours were conducted for 99 individuals. There were 7 public speaking engagements. The following agencies and organizations toured as individuals or as groups:

- St. Bernard's Church
- Monadnock Regional High School
- Maplewood Nursing Home
- Keene District Court
- Antioch New England Graduate School
- Keene State College
- Monadnock Family Services
- NH Technical College
- Sturtevant Chapel
- Hinsdale PD
- Monadnock Leadership

The department supervised 17 sentenced inmates during 2008, for court ordered work release under the terms and conditions of the Work Release correctional program. The Electronic Monitoring program in 2008 monitored 3 pretrial release inmates and 13 sentenced inmates.

There are currently 101 approved volunteers that share their talents and skills through 18 inmate programs that are scheduled at different times during the year. The Southeastern Regional Education Service Center (SERESC) tutored 8 inmates who were determined eligible for special education service. In 2008 there were 17 inmates who passed the GED examination that was given at the jail facility.

In August of 2008, the annual Volunteer Appreciation Day Cookout was a great success. It was held across from the jail facility and attended by volunteers and their families.

During the past year, 291 sentenced inmates supplied labor to the Cheshire County Fair Association, Cheshire YMCA-Camp Takodah, UNH Cooperative Extension Service – Cheshire County Master Gardeners, Keene Transfer Station and the Town of Nelson. This department also continues to supply the NHDOT with scheduled roadside cleanup of our adopted 2.4 miles of Route 12 in Westmoreland.

TRAINING AND STAFF DEVELOPMENT ~ CPT Rob Hummel

The recruiting and initial training of officers, maintenance of officer certifications, and transitioning of staff toward direct supervision philosophy continue to be the major missions of this department. In addition, it has taken on several new challenges to address both current and future operational issues related to the inmate management system and J-One program. Lastly, the provision of support toward the new jail construction effort has accelerated, with more time being required for review and direction of the construction effort.

At the beginning of 2008, I had the following goals:

- Deliver new training targeted at direct supervision.
- Continue to develop in-house instructors from line staff, especially in direct-supervision topics.
- Roll out a significant software upgrade for the IMS and begin the transition to electronic document handling.
- Convene the transition team to review final plans and monitor development for the new jail.
- Provide additional relevant training to administration and supervisory staff to maintain motivation, including the Primex Academy program.
- Provide innovative training opportunities from outside instructors.
- Transition more daily tasks to the training assistant position.

I am pleased to report that these goals were met in 2008.

TRAINING HOURS

All officers and administration met or exceeded their NHAC mandated training requirement. Excluding new hires, the average training hours per officer was 96. This was down from 115 in 2007 and reflects the time taken from scheduled training to support the in-house academy and FTO training for officers hired in 2008. Average training hours for 2008 hires that did not attend the academy was 163. Average training hours for 2008 hires that did attend the in-house academy was 283 hours. Administration training hours averaged 86 for 2008.

WEAPONS TRAINING

In 2008, the quantity and breadth of firearms training was reduced. Due to time and budgetary constraints, only basic firearms handling and qualification was administered. Even so, officers continued to receive specific training in “transition drills” to ingrain their ability to move along the force continuum. The introduction of Taser certification to the scheduled training rotation has progressed well, making this less-lethal force option available for use in the facility and on transports.

RECRUITING AND RETENTION

The recruitment and retention program begun in 2006 continued into 2008, allowing us to operate near full staff levels for the entire year. In 2008, there were 6 terminations: 2 probationary related to performance; 4 voluntary and non-performance related. This represents the lowest turnover and highest retention level in the past decade.

In 2007, we received approximately 60 applications. In 2008, the number of applications more than doubled to 142. A majority of those had screening interviews here at the facility. We currently have 34 applicants screened who qualify as candidates for hire and no vacancies.

IN-HOUSE NHAC ACADEMY AND INSTRUCTORS

After a massive effort in recruiting, screening, and interviewing, 12 recruits were hired and enrolled in an in-house NHAC academy. Using both standard lesson plans and those developed specifically for the academy, instruction was completed using CCDOC personnel exclusively. Many of those officers were instructing for the first time. The academy fulfilled all NHAC requirements and all enrolled were certified.

THE FTO PROGRAM

The FTO program faced a significant challenge when it had to orient and train the academy graduates. The traditional model of one-on-one dedicated instruction, which has proven quite effective, was suspended to support the influx of 12 new officers onto the line. Unprecedented cooperation between FTOs, line staff, and supervisors saw the essential on-shift training delivered with minimal interruption to operations.

DIRECT SUPERVISION

In support of the move to the new facility, two staff attended NIC instructor training in direct supervision. In 2008, we delivered the beginning modules of this class, dealing with IPC and inmate management, to line staff.

SPILLMAN UPGRADE AND PAPER REDUCTION INITIATIVE

The upgrade to Spillman 4.6 went smoothly, preparing the way for a major software upgrade this year. The major portion of old inmate paper files were scanned and entered into electronic storage. New initiatives for moving court appointments and inmate transport events into Spillman were undertaken with success.

For 2009, I envision the following goals.

- Increase delivery of training targeted at direct supervision in anticipation of the new jail opening.
- Continue to develop in-house instructors from line staff, especially in direct-supervision topics.
- Deploy the next software upgrade for the IMS and continue the transition to electronic document handling.
- Continue to monitor plans and development for the new jail.
- Provide additional relevant training to administration and supervisory staff to maintain motivation, including the Primex Academy program.
- Continue to transition more support tasks to the training assistant position.

As we progress into the future and collide with the significant challenges that the Criminal Justice System presents us, we are committed to providing the best possible services while being fiscally prudent and progressive. I have testified before House committees and will continue to do so on Bills that will enhance professionalism and efficiency of our Criminal Justice system all the while being sensitive to the needs of our victims and our community.

Never before have I had the pleasure and honor of working with such a dedicated, diverse and professional group of individuals such as we have currently at the Department of Corrections. Their tenacity at efficient and professional operations continues to motivate and inspire me daily.

Truly at your service,

A handwritten signature in dark ink, appearing to read 'R.N. Van Wickler', followed by a horizontal line extending to the right.

R.N. Van Wickler
Superintendent

CHESHIRE COUNTY COMPUTER OPERATIONS

Annual Report 2008

Cheshire County Computer Operations provides computer hardware/software and phone system support for all County departments. This includes 135+ workstations/Thin Clients/Touch Screens, 8 data/application servers, 3 phone system servers and 200+ physical extensions.

This department handles all aspects of day-to-day support for County computer and phone system users. We are responsible for all network and phone wiring, setting up network and email accounts, installing and configuring desktop and server software, maintaining a County-wide anti-virus system and administering the nightly backup on all servers. Troubleshooting and maintenance of all hardware and software is provided on an as-needed basis. We also provide 24/7 support to the Sheriff's Dispatch Center through a rotating on-call system.

We continue to lease workstations for those users that require a full PC. These workstations are on a 3 year lease program. Those that require basic network access are supplied with WYSE Thin Clients. In 2007 we began leasing, rather than purchasing, data/application servers. The servers are on a 5 year lease program.

The first phase of the LNA Charting system was completed. Eleven touch screen computers have been installed in various locations on the Nursing floors. Their use ensures that all care and treatments given to our residents is fully documented.

Jim Martin, PC Specialist, left the department to accept a job outside of the area. Jim had been with us since 2005. We were fortunate to find a very capable replacement, Rod Bouchard. Rod brings many years of experience in Information Services to the department. He is a wealth of knowledge and I am extremely happy to have him as a co-worker.

Tracy Pahl, PC Specialist, continues to be an asset to the department. He has become very proficient with our resident Electronic Charting System (ECS) and has done considerable custom work for documenting and reporting. In addition Tracy has developed a number of Microsoft Access-based applications for various County departments including Nursing, QAIC and the Regional Prosecutor's Office. As a result the County gets a custom application without the high costs of going to an outside vendor.

Four modules from the new integrated Kronos software went live. Human Resources in January, Timekeeper in March, Accruals in May and Leave in July.

We replaced 3 network routers, 2 in Westmoreland and 1 in Keene. The replaced units had been installed in 2001 and were no longer being supported by Cisco.

The "Car 54" laptops in the Sheriff's department cruisers have been configured for wireless

access into the County network. This will allow the deputies to update their IMC data remotely rather than using a USB memory stick to physically transfer the data.

This department continues to serve both the County Joint Loss Management Committee and the Maplewood Safety Committee.

Cheshire County Courthouse has been named as the regional center for MACE (Multi-Agency Coordination Entity) in cooperation with Regional Planning for Public Health Emergencies. Computer Operations has either installed or overseen the installation of data and voice communications services in the Jury Assembly Room for use in case of a Public Health Emergency.

I continue in my role as the County HIPAA Security Officer and provide training at the bi-weekly orientation sessions at Maplewood. New employees attend before starting work in their various departments. Current employees are required to attend annually.

I serve as the Vice President of the Maplewood Auxiliary Association.

I would like to extend my sincere thanks to the County Delegation members, County Commissioners, Elected Officials, County Administrator and Department Heads for their support of the Computer Operations department.

In addition I would like to thank Tracy Pahl and Rod Bouchard for their continued hard work and dedication to this department's mission

Respectfully Submitted,

Douglas Scribner
Computer Technician
Cheshire County Computer Operations

**CHESHIRE COUNTY FACILITIES
2008 Annual Report**

Maplewood Nursing Home

2008 was as usual a busy year for the facilities department. Staff completed over 4,000 work orders.

We upgraded the laundry department by installing an ozone injection system in the washers. This system uses fewer chemicals, less water, has a faster cycle and disinfects with 99.99% efficiency.

We also installed propane dryers, which are 30% more efficient than our old steam dryers. With these two upgrades the county will save about \$80,000 in fuel costs.

Life Safety surveys by both state and federal agencies went very well thanks in part to an extensive preventative maintenance program.

Water Treatment Plant

The Water Treatment Plant provided about 11,000,000 gallons of water for the county complex. In 2009 we will be upgrading the bedrock well located near the nursing home. This well is our back-up water supply. The upgrade will make it more reliable and safer.

Waste Water Treatment Plant

We expect to do an upgrade to the Wastewater Treatment Plant in 2009 or 2010. Normal operations with only a few minor violations.

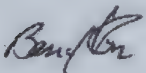
Superior Courthouse

We replaced one water pump and upgraded the elevators to code.

Administration Building

Upgrading the elevator to code was completed. The fire alarm system is obsolete and will have to be replaced in 2009.

Respectfully submitted,



Barry King
Facilities Manager

**Cheshire County
Human Resources Department
Annual Report
2008**

The Human Resources department is responsible for providing Comprehensive Human Resources leadership for the County and staff personnel. The Human Resources department consists of a Human Resources Manager and a Human Resources Assistant. We continues to implement and administer the County's personnel program in accordance with the provisions of applicable laws, rules, regulations, policies and procedures. We work continuously to serve the 400+ employees of Cheshire County.

New Hires and Terminations of 2008

Human Resources is actively involved in overseeing the County's hiring and termination process. In 2008, the Human Resources department advertised, prepared job postings, screened applicants for vacancies and coordinated the selection of the following positions:

Maplewood Nursing Home/Assisted Living Apartments

Hired 49 LNAs	Hired 1 staff Speech Therapist
Hired 9 Ward Aides	Hired 1 ADNS
Hired 9 LPNs	Hired 1 Executive Assistant
Hired 3 RNs	Hired 5 PCAs
Hired 1 Nurse Mngr	83 Voluntary terminations
Hired 1 Cert. Occupational Therapy Asst.	9 Involuntary terminations

Computer Operations

1 Voluntary termination

Human Resources

Hired 1 HR Assistant	1 Voluntary termination
----------------------	-------------------------

Social Services

Hired 2 Social Workers	2 Voluntary terminations
------------------------	--------------------------

Sheriff's Department

Hired 3 Communications Specialists	Hired 1 Deputy Sheriff II
Hired 4 Baliffs	4 Voluntary terminations

Safety Dept.

1 Voluntary termination

Facilities

Hired 1 Custodian	1 voluntary termination
Hired 1 Maintenance II Worker	

County Attorney’s Office
Hired 1 Assistant County Atty

1 Voluntary Termination

Department of Corrections
Hired 25 Correctional Officers
Hired 1 LPN
Hired 1 Case Manager

Hired 1 Director of Maintenance
6 Voluntary terminations
2 involuntary terminations

Dietary Department
Hired 13 dietary aides
Hired 1 Baker

8 voluntary terminations
4 involuntary terminations

Housekeeping Department /MNH
Hired 8 Housekeeping Aides
5 voluntary terminations

1 involuntary terminations

Laundry Department /MNH
Hired 5 laundry aides
Hired 1 floor maintenance worker

4 voluntary terminations

Alternative Sentencing Department
Hired 1 Case Managers

1 voluntary termination

Finance Dept
Hired 1 Accts. Payable Coordinator

Total hired for 2008 = 152
Total terminations for 2008 = 133

EAP – Employee Assistance Program
Human Resources in conjunction with Cheshire County Management promotes an Employee Assistance Program to its employees and eligible members of their immediate household. Contractor, Anthem Blue Cross/Blue Shield, is in the business of administering Behavioral Health Risk Management Services, including Employee Assistance Programs, Work/Life Management Programs, Behavioral Health Disability Management Programs and Managed Behavioral Health Care programs on behalf of employers.

The following report summarized the Employee Assistance Program activity for Cheshire County from January 1, 2008 to December 31, 2008. The annual utilization rate for 2008 was 6.35%. The following highlights should be noted:

- Continued high utilization rate
- There was good use of the employer services including manager consultation and referrals.
- The top identified concern was legal/financial issues at 25.9%. This has dominated as top concern for fourth consecutive year, followed by 14.8% Occupational/Career issues and 14.8%

of Psychological/Emotional issues. 11.1% - Marital Issues, followed by 7.4% Mood Disorders and Family Issues, 3.7% for anxiety disorders, child care issues, grief loss, substance abuse.

- Primary Client is the employee at 96.3%.
- Spouse/Partner & other Household Members are 3.7%
- EAP Consultants presented the following presentations in 2008
 1. Conflict Resolution
 2. Cooperative Work Environment

Recruiting & Networking

Recruiting efforts for 2008 included attending job fairs in the Cheshire County area. Human Resources continues to promote Cheshire County Government as a premier employer in the area. In addition to the Cheshire County website and various other NH job sites, we continue to network with local area businesses, and have been successful in posting employment opportunities at various localities.

I am a member of the Greater Monadnock Society for Human Resources Management Association and attend the monthly Chapter meetings held in Keene. The GMSHR is a non-profit organization dedicated to providing professional development opportunities and networking to local HR professionals. Monthly chapter meeting topics vary from nuts-and-bolts program design seminars to more advanced HR strategy discussions.

I also attend the New Hampshire Association of Counties Human Resource Affiliate meetings in Concord. Various HR Managers and Directors throughout the Counties are in attendance at these meetings. General topics of discussion at these meetings are:

- NH Retirement System
- Labor Law Updates
- County policies and procedures

Employee Newsletter

The monthly Employee Newsletter continues to be a benefit to all staff. It provides recognition to our Employee of the Month at Maplewood Nursing Home, boosts morale, improves employee relations and educates employees on upcoming events within the County.

Various County departments provide information for the newsletter and we look forward to their continued support in providing the Human Resources department with information for the Newsletter.

I would like to thank and recognize Emilee Patenaude, Human Resources Assistant for her tremendous effort throughout the year as my Assistant. I would also like to thank the County Commissioners, Elected Officials, County Administrator, Department Managers and co-workers for their support of the Human Resources Department. I look forward to working and serving all departments in 2009.

Respectfully Submitted,

Wendy Hurley
Human Resources Manager

HUMAN SERVICES DEPARTMENT ANNUAL REPORT FOR 2008

To the Honorable Board of Commissioners and Citizens of Cheshire County. As Human Services Administrator for Cheshire County, I hereby submit my report for the year ending December 31, 2008.

The Human Services Department is responsible for meeting the needs of the elderly, the disabled, the infirm and the youth of the county who qualify for certain state programs. However, legislation which became effective on July 1, 2008 changed for both the state and the county in two ways: the state assumed the county's share of payments for Old Age Assistance, Aid to the Permanently and Totally Disabled, Provider Payments, Division for Children, Youth and Families and the Department of Juvenile Justice; the county's share of costs for Medicaid eligible individuals in nursing homes and on the HCBC (Home and Community Based Care) increased doubled---from 25% to 50% of the non-federal share. The state no longer pays towards these costs. As part of this legislation, for fiscal years 2009 and 2010 the county will pay no more than what it would have paid for all of the above-mentioned programs. Beginning with fiscal year 2011, the county will be responsible for payment of **all** actual costs for nursing home residents (less any income) and individuals in the HCBC program.

Old Age Assistance is a program providing cash grants to income eligible elderly persons. The county pays a fifty percent share of the grant. From January through June, Cheshire County paid a total of \$18,761.75 for 67 individuals.

Aid to the Permanently and Totally Disabled is a program which provides cash grants to income eligible persons who have severe physical or mental disabilities. The county's share is fifty percent of the grant. From January through June, Cheshire County paid a total of \$254,980.13 for 272 individuals. Eligibility for both the Old Age Assistance Program and the Aid to the Permanently and Totally Disabled Program is determined by the Office of Medical Services of the New Hampshire Department of Health and Human Services.

The cost for those individuals residing in nursing homes who are eligible for the Medicaid Program, was split three ways, with the federal share being 50% and the state and county share being 25% each after deduction of any personal income available to the resident until June 30, 2008. The county expended \$1,308,989.04 as its share of the cost for 272 residents. From July through December, an additional \$2,752,831.02 was expended, for a total of \$4,061,820.06.

Through June 30, the counties were also responsible for paying 25% of the costs of various medical services for those individuals who are in the HCBC (Home and Community Based Care) program. To be eligible for this program, individuals must meet the medical criteria for nursing home admission. This program allows people to stay in their own living environment (i.e., home, apartment, etc.) with various types of medical services instead of entering a nursing home. From January through June, \$312,291.01 was spent; from July through December, an additional \$798,131.98 was expended, for a total of \$1,110,422.99.

Through June 30, the county shared with the Division for Children, Youth and Families and the Department of Juvenile Justice Services the costs of certain court-ordered services provided to the juvenile and/or family at a 25% county/75% state ratio. Some of these services included foster homes, group homes, in-patient psychiatric facilities, the Youth Development Center, legal counsel, transportation, diagnostic evaluations, counseling, child health support services, outreach and tracking services, and respite services. From January through June there were 288 active cases (cases involving payments/expenses) and the cost to Cheshire County totaled \$296,482.70.

INCENTIVE FUNDS

For the last several years, the ten counties in New Hampshire have been receiving funds from the Department of Health and Human Services known as Incentive Funds. These monies are used to fund programs at the local level designed to prevent out-of-home placement of juveniles. Toward the end of 2008, we received \$236,487.00 in Incentive Funds. A Selection Committee determines program funding. The Selection Committee, comprised of the County Human Services Administrator, two County Commissioners, one State Representative, the Director of the local United Way, and three individuals from the state Department of Health and Human Services, decided to use an additional \$23,000.00 of surplus money in our account which consisted of accrued interest and funds awarded in previous years but not completely used by the recipient agencies. A total of \$259,487.00 was awarded to the following agencies to fund programs during 2009:

Antioch Psychological Services (This intensive Family Intervention Project offers a flexible array of services to Cheshire County families referred by the Division of Children, Youth and Families (DCYF). The goal is to intervene with families at risk for family violence and/or child maltreatment, to head off the need for more intrusive, disruptive, and costly actions by social service and law enforcement agencies if problems were to persist.);

Big Brothers--Big Sisters (Big Brothers-Big Sisters of the Monadnock Region, Inc. is a mentoring program designed to serve at risk children between the ages of 6 and 18. The children (clients or "Littles") are matched with adults (volunteers or "Bigs"). The match is carefully planned, based on mutual interests, built on a child's strengths, and designed to last. The Big Brother-Big Sister Case Manager carefully monitors the matches over the span of the commitment providing full support. Big Brothers-Big Sisters is not a quick fix solution. During the first year, it takes an average of fifty contacts to complete and sustain a match);

Copper Cannon Camp (For 44 years Copper Cannon has offered a free summer camp to low income children. Facilities are located outside of Franconia on 123 beautiful forested acres. The camp is the direct vision of one man, Ham Ford, who had the chance to experience camp as a child. In 1963, Hamilton Ford decided it was time to give back for what he had received as a child and began Copper Cannon. Copper Cannon Camp has been a magical experience for over 16,000 of New Hampshire's low income children, a place where they have had the chance to play, grow and become better members of their communities. Copper Cannon is a nonprofit summer camp and educational facility that had 384 youth participate last summer, with 18 from Cheshire County);

Girls Incorporated of New Hampshire (Girls Incorporated of New Hampshire is a member-based organization for girls, ages 6 to 18, dedicated to developing their confidence, knowledge, life skills, and leadership abilities. Programs are designed to provide girls with an environment in which they

can be themselves among supportive peers. Girls Inc. enrichment programs are driven by research on issues affecting girls today. Programs aim to fill gaps and compensate for what girls do not receive elsewhere. Topics such as media literacy, substance abuse prevention, economic literacy, health education, career development, and safety awareness are addressed in our programs. Girls Inc. enrichment programs are among the best strategies available to help girls develop their potential and avoid risky behaviors);

Keene Housing Authority-Building Bridges Youth Services Program (Building Bridges Youth Services Program is the Keene Housing Authority's program serving youth and their families living at public housing communities. The program consists of three primary components: (1) case management for youth and their parents, (2) daily after-school program, and (3) life skill workshops and programs. There is a Resident Services Co-ordinator designated specifically for the youth's parents, who guides the family in setting goals and addressing needs in the areas of employment, financial management, parenting and family planning, education and self development. At each of the two family sites, the Youth Service Co-ordinator co-ordinates the after school program with the highest priority given to helping youth with their homework, tutoring, learning through computers, developing social skills, providing positive role models, and solving problems at home by meeting with parents and youth. The Youth Services Co-ordinator also works with each child and their family to develop youth development plans to help each child reach their full potential);

Keene Youth Services Department--Chins Diversion Program (The CHINS (Child in Need of Services) Diversion Program is a community based preventative program serving non-criminal youth ages 7-17 years and their families. CHINS is a legal term commonly used to describe a youth who is truant from school, repeatedly running away, or repeatedly disobeying their parent or guardian. Youth are identified for the program by state and local police departments, school personnel, other service agencies and parents through demonstration of status offense behaviors. The purpose of the program is to prevent inappropriate or unnecessary involvement through assessment, referral, and case management services. Adherence to a mutually developed case plan holds the youth accountable for their actions and aids the family in accessing available resources in the community);

Keene Youth Services Department--Earn-it (Earn-It is a juvenile offender/victim restitution program for delinquents (age 12-17). Youth who owe restitution (both monetary and symbolic) are referred to Earn-It to repay their victims and the community for their illegal actions. Referrals are made by the Keene District Court and the Juvenile Conference Committee Diversion Program);

Keene Youth Services Department--Juvenile Conference Committee (The Juvenile Conference Committee (JCC) is a pre-adjudication intervention program for first time young offenders. JCC is an alternative to formal juvenile court proceedings. The goal of JCC court diversion is to encourage responsibility and accountability on the part of juvenile offenders in order to deter further delinquency and future court involvement);

Monadnock Center for Violence Prevention, Inc. (Prevention education programs in cooperation with local school districts will help inform young children of the choices they can make to not participate in violent behaviors. Bullying, sexual harassment, teen relationship violence and stalking are behaviors now being seen at the elementary through high school levels. Experience has shown us those children who begin as bullies often follow a continuum of violent behavior that

easily develops into dating violence and eventually domestic or sexual violence. Our goal is to impact the knowledge, skills and attitudes of children, youth and teens regarding these behaviors which will eventually impact their behaviors as our adult community members);

Monadnock Family Services - All R Kids (All R Kids Supervised Visitation Center provides a neutral, safe, and confidential space for supervised visitation and monitored exchange to occur in court-ordered cases involving domestic violence and child abuse/neglect, as well as privately arranged cases. All R Kids is set up to ensure that the custodial and non-custodial parents have no contact when the visitation or exchanges occur);

Monadnock Family Services - Cheshire Mediation (Parent-Youth Mediation) (A parent youth mediation service which brings together family members who are in crisis with the goal of helping them reach some agreements about how things can change);

Monadnock Family Services - Cheshire Mediation (Circles of Support) (This initiative seeks to engage our communities' most disenfranchised youth in a positive way which will give them the skills and support to succeed in our community. Youth who are returning to the community from structured placement facilities, the county jail or YDC face the challenge of being reintegrated into the community. Circles of Support will provide community support and a sense of belonging to the youth being reintegrated);

Monadnock Family Services - Many Options (MANY Options is an after-school program for fifth through ninth grade youth that offers a variety of supervised activities from 2:30-5:30 p.m. each day according to the school calendar schedule for SAU 29. Activities are run throughout the Keene community at Stonewall Farm, the Moving Company, the Keene Public Library, the Keene Family YMCA, the Keene Community Kitchen, and the Monadnock Humane Society. Other activities offered include programs run by our own Challenge and Acting-Out Programs. The program runs for 36 weeks (entire school year), and participants pay an annual membership fee based on a sliding scale with scholarships available to those who show need);

Monadnock Family Services – Challenge Program (The Challenge Program builds resiliency and improves individual, social and family functioning by increasing problem solving, empathy, communication, impulse control and decision making skills. Adventure-based activities also provide healthy risk taking opportunities for youth whom might otherwise look to drugs, violence or other illegal activities to test limits to satisfy the needs for thrills);

Monadnock Family Services - Parent Outreach Project (The mission of the Parent Outreach Project is to support and strengthen families through parent education and support. We define "parent" as any adult in the primary care giving role, be they biological parent, kin, foster, and adoptive parent. Our programs meet parents where they are in their parenting journey by offering a variety of venues for parents to learn about child and parent development, develop positive discipline skills based on developmentally appropriate expectations, express parental concerns, and give and receive mutual support. The classes, workshops and individual consultations offered through POP are strength bases and focus on building family resiliency. Family resiliency is a family's ability to cultivate strengths to positively meet life stresses and manage healthy interpersonal relationships);

Monadnock Region Child Advocacy Center (A community partnership dedicated to a coordinated team approach by professionals pursuing the truth in child abuse investigations. By bringing together professionals from law enforcement, the County Attorney's Office, the Division for Children, Youth and Families (DCYF), victim advocacy agencies and the medical and mental health communities, Child Advocacy Centers provide a safe child friendly location for interviewing alleged victims of child abuse and coordinating the investigative team);

Planned Parenthood (The mission of the Family Planning Collaborative is to "provide encouragement, education and support for the family planning efforts of women and families and in so doing, prevent teenage and unintended pregnancies." Children born as a result of unintended pregnancies (more than 40% of all births at Cheshire Medical Center) are at significantly higher risk of poverty, housing crisis, learning problems, neglect and abuse because their parents are unprepared for pregnancy and stressed by the unexpected responsibilities for parenthood. The application includes funds to (1) provide direct education in family planning to participants in social service programs, (2) train staff members of social service agencies to discuss birth control and other family planning issues with clients, (3) provide direct education to teenagers, (4) conduct a training session for local educators, and (5) hold a meeting or provide services in Winchester);

Plus Time NH (The purpose of the Plus Time NH Cheshire County Afterschool Initiative is to increase and improve afterschool options for Cheshire County youth to engage in safe and positive activities during out of school time by strengthening the ability of communities to deliver quality services. The county incentive funds would partially support the services provided by the Wester Regional Consultant for Plus Time NH. This position provides essential technical assistance and support to organizations, schools and community groups in Cheshire County who are striving to create, expand, or improve the quality of their afterschool programs);

Rise...for baby and family (The Rise Prevention Program is intended as an adjunct program working together with early intervention services to add expanded prevention services for children at high-risk of out-of-home placement. It also allows Rise to serve infants and toddlers at high-risk who would not otherwise be eligible for early intervention - early supports and services);

The Samaritans, Inc. (The Education and Outreach Program is structured to reach youth in Cheshire County through interactive presentations which will open the lines of communication between area adults and youth);

VNA at HCS (The purpose of the Promoting Healthy Families Program is to address inadequate social supports and social isolation in lower to moderate income families in Cheshire County. A social worker with special background and training in parenting issues is assigned to Cheshire County pregnant and parenting families who are at social and/or physical risk. The physicians providing prenatal care identify the families, by social agencies, town welfare offices and child care centers in Cheshire County. The role of the social worker, in coordination with other parent support systems in the community, is to make assessments and appropriate referrals to community supports and follow-up with the progress of the family with home visits. Group educational and supportive programs are planned with topics ranging from nutrition to age specific play to the nationally recognized Parents as Teachers Program);

Winchester Learning Center (The Winchester Learning Center is a community supported non

profit child care, preschool and family resource center, serving children ages 2-6 and their families).

Respectfully submitted,

Mimi Barber, Human Services Administrator

Annual Report for 2008

Maplewood Nursing Home

Each annual report warrants a review of our mission at Maplewood Nursing Home and how we serve a variety of County residents. Part of our work is to provide in-house therapy and Skilled Nursing care to rehabilitate our elders to return as much function as possible. Another part of our work is to serve the needs of our elders with challenging behaviors. Our main focus continues in meeting the various needs of community members who require long term care and who primarily have Medicaid as their funding source.

Our referral sources continue to increase their use of Internet technology, and increasingly more referrals are generated by this means. Despite our lack of advertising, we continue to have many word of mouth referrals from the community. This past year, we had a lower ongoing census. The level of census is a direct reflection of the challenge we face in staffing this home which is so far from any major community. We have had a challenge in recruiting therapists, nurses, dieticians and even psychiatrists to support our special Atypical Unit (one of only 3 in the State of New Hampshire). We will be looking at how to facilitate more Hospital based referrals for 2009. In review of 2008, we have many referrals that do not generate an admission for reasons of our distance from families impacting their ability to visit. We helped discharge 30 residents into the community this year. This number was down from 2007 and is partly explained by lack of therapists particularly in the beginning of the year. We admitted 67 residents and experienced 42 deaths.

The year 2008 remained a very busy, productive and successful year for Maplewood's Activity Department. As per rules and regulations, we planned coordinated and implemented activity programs 7 days a week including weekends and 1 to 2 evening programs a week, as well as special events, community trips, 1 to 1 contacts, and small focus groups. The staff averages an offering of 40 programs a week. Most of the week day activities we provide are concurrent programs in the 4 areas of the building designed with consideration of the needs, interests, behaviors and abilities of the residents. Activity duties also include: maintaining the pet program, currently 5 very loved cats, 6 birds, a rabbit, many fish and the wild birds, summer gardening programs, sorting and organizing donations and supplies, program planning and preparation, calendar posting, daily documentation requirements and much more.

Volunteer and community involvement remains an integral component of our programming with approximately twenty-five regular volunteers and about twenty-five occasional volunteers. Regular volunteers help the Activity staff with many weekly programs as well as offering many individual visits such as letter writing, pet visits, card playing, reading aloud and social visits. Volunteer hours for the year 2008 averaged about 182 hours monthly. These numbers do not include the many groups and individuals who come to Maplewood and offer entertainment. We have about 25 groups who come on a regular basis including the Westmoreland and Nelson Town Bands, Keene's Community Music Center, The Homestead Garden Club, The Cheshiremen, the Ringers on the Square as well as Scouts, dance groups and many others.

Other forms of community involvement include popular trips into the community. We offer weekly outings, as the weather permits. These trips range from scenic bus rides to attending events such as the Walpole Sunday evening concert series, Swamp Bats baseball games, the Cheshire Fair, Keene's

Pumpkin Festival, Green Mountain Flyer train trip, Bowling at Yankee Lanes, as well as picnics at scenic locations, shopping trips and dining at many of the area restaurants.

Special events included the Summer Carnival, the Apple Pie Festival, The Annual Craft Fair, The Senior Olympics, Summer BBQs, National Nursing Home Week events, Veteran's Day Program, the Christmas Pageant and Santa's visit with gifts for each and every resident. Many of our programs are also attended by families, friends and people from the Assisted Living Apartments.

Spiritual needs are met with individual visits from area church clergy as well as Maplewood's Chaplain, Robert Freeman. He also offers a weekly interfaith Sunday Church Service, a weekly Bible study group and monthly memorial services. Our Chaplain is also available as needed to offer individual spiritual counseling for residents, staff and or family members. We also schedule weekly Rosary services and a Monthly Catholic Mass.

The Activity department continues to facilitate and document the required monthly Resident Council meeting in an effort to involve the residents, plan activity programs, offer education and meet their concerns and needs in a formal manner.

Music is one of the most popular programs we offer and can meet resident needs and interests and allows involvement at many levels. We offer, on the average, 15 music programs per month and offer a wide variety of types of music.

Doreen Sheltra, our Assistant Director of Nursing was promoted to the position of Director of Nursing in May. In June we hired Theresa Woolbert for the position of Assistant Director of Nursing. The Nursing department focused on working on systems throughout the 2008-year, and a complete overhaul of the policies and procedures was completed to correctly reflect what is current in both the industry and our practice. We are also working to update to a new software system that encompasses aspects of human resources, time and attendance and payroll. New time clocks were added as part of this upgrade.

The Director of Occupational Therapy was on a family leave for the first 2 1/2 months of 2008. The staff occupational therapist resigned from her position in February 2008. An Occupational Therapy Assistant was hired in August of 2008. In addition to providing direct occupational therapy services to the residents of MNH, the OT department plays an active role in the falls reduction program entitled "Neighborhood Watch". The OT Director acts as a co-facilitator and the OT Aide is the Committee Chair. Great strides have been made in 2008 in reducing our average number of falls, and creating a team approach and environment. The OT department is regularly involved in staff education and has provided several inservices and taken part in the offered LNA skills days.

Maplewood continues its search for a full time Physical Therapist; there is a nation-wide shortage at this time. A pool of per diem Physical Therapists were utilized to provide evaluations. Our Physical Therapy Assistants continue to offer daily skilled therapy to meet the needs of the Medicare part A and Medicare part B residents. PT Assistants treated residents for a total of 179 billable occurrences (90 skilled and 89 Part B) including residents from Maplewood's Assisted Living. The PT aides saw an average of sixty- three Residents per month on maintenance programs which include daily stretching, use of exercise equipment, and walking programs. Physical Therapy has played an active role in: safety, infection control, falls reduction, and wound prevention by serving on these various committees.

Speech Therapy was a part time position for the first part of the year. It was under the auspices of the OT department. In September 2008, Speech Therapy became an independent department with a 32 hour-4 day a week Speech Language Pathologist. ST provides speech, language, cognitive, voice, and swallow evaluations and therapy as well as aural rehab as needed. Speech Therapy concentrates on 2 major issues. The first being communication – how do we ensure a resident can express their needs and receive the communication from others around them. Success in this area can prevent frustration of residents and promotes resident rights and dignity and is part of the rules and regulations governing a nursing home. The second major area SLP concentrates on is safe swallowing – this is a big issue in long term care and success in this area prevents choking, pneumonia and also plays a significant role in resident rights and dignity. By having all 3 disciplines; OT, PT and SLP, we are now able to admit residents with more therapy needs such as someone who has suffered a stroke that has also affected their speech and/or swallow.

In the Environmental Services department, the ongoing issues have been surrounding equipment. In particular the dryers which have repeatedly broken down and at the end of 2008, the initiation of replacing all 4 dryers began. This project will alter our need for high pressure boiler use and oil use – to low pressure boiler use and the dryers will be propane. At this time reports indicate we are saving 100 gallons of oil per day. We also installed ozone to improve our efficiency in the laundry department which decreases some of the hot water and chemical use, and we hope will improve the waste-water to decrease flow and surfactant issues at our waste water treatment plant.

The window-cleaning schedule started in early May this year and all resident floors were completed during 2008. In June, we had unusually warm temperatures and had to move Laundry into the meeting rooms so staff could work safely despite the heat. The laundry department also worked 3 shifts due to the heat this summer, and later in the 2008 year during the replacement of the dryers.

The Dietary department still prepares around 1000 meals a day for residents of MNH, HOC inmates and Westmoreland staff. In April, we hosted a volunteer appreciation meal to thank the generosity of our wonderful pool of volunteers. In May, a special meal was prepared in honor of the staff of the nursing home to celebrate National Nursing Home week. In April, the Dietary Department launched a new method of serving meals to our Assisted Living Facility residents; reports have been favorable regarding this change.

During this year, we had some turn over in the Social Work department after a long time employee retired. The focus of this department has been on resident centered care planning and this department has lead the staff in learning more about resident rights including Culture Change. Social services staff initiated a project of dedicating one of our single rooms to be our official Hospice room to make it more inviting and comfortable and less institutional looking. The tub rooms were also a target for a spruce up and this department coupled up with the Maintenance department to enhance the bath tub rooms on each unit.

In May, the Elm City Rotary club of Keene sent 15 volunteers and donated the paint and some supplies to paint the resident dinning rooms on the 4th and 2nd floor units. The residents have enjoyed the new and brighter color, and the 5 MNH staff volunteers enjoyed the community based workday project. This was an idea generated by Senator Molly Kelly and we thank her for her support.

We continue to work at the bargaining table with a team from Maplewood and a team of AFSCME employees and their staff representative. The work is positive and with this being our first experience drawing up a union contract, it is taking more time than we had initially anticipated. We hope it is a safe prediction that this contract will be ready for the Delegation to review and approve in 2009.

In 2008, an RFQ to study Maplewood's aging building and infrastructure was initiated and the successful firm was Warrenstreet Architects. A full evaluation of the building, grounds and in particular the electrical and plumbing was completed. As predicted, some aspects of the building are wearing out and we know for certain that rather significant repairs/renovations will be needed in the near future.

I would like to recognize the dedicated staff at Maplewood for the tremendous amount of work they perform each shift and throughout the year. I have the distinct pleasure of working with a committed team of special individuals who give their hearts and souls daily to meet the needs of our customers, and I encourage our elected officials to join me in thanking the staff who make the difference each day in the lives of these residents at Maplewood.

Respectfully Submitted,

Kathryn Kindopp, B.Sc.P.T., NHA



Safety Office

Annual Report-2009

Safety Officer

First and foremost, I would like to express my appreciation to the Maplewood Safety Complex and Cheshire County Joint Loss Management Committees for their dedication and loyalty. Both committees are vital in their support of Safety.

The Safety Office continues to maintain a relationship with Keene State College and the Safety Program. Working with the Safety Capstone Safety Leadership class, the County was able to present the class with several challenges allowing the students to acquire skills in the administrative aspects of comprehensive safety programs.

The County has a more active role in Public Health, including membership in the Regional Planning Committee and the Healthcare Workforce Summit. Maplewood Nursing Home participated in pandemic planning to the extent that four separate pandemic drills were practiced, each with a different objective. Each drill provides valuable experience, allowing procedures to be practiced and improved.

Disaster and fire drills were held in accordance with state and local regulations.

Education continues in the Safety Department as well as our on-going memberships with NFPA and the Safety and Health Council of NNE. The Workers Compensation and the Temporary Alternative Duty program, managed by the Safety Officer, are current on the compensation process and are in compliance.

Primex has introduced the "Awareness, Action and Accountability" risk management program to Maplewood Nursing Home. Based on past performance, members of the Primex team have set performance benchmarks as goals. A steering committee was developed, with core concepts of risk management training provided to all committee members and senior staff. Training was then provided to all staff introducing the same concepts. The "AAA" program will be on-going for at least one year to measure results.

Respectfully Submitted,
Pamela Fortner
Cheshire County Safety Officer



**Cheshire County
2008 Annual Report**

Cheshire UNH Cooperative Extension is part of the educational network connecting University knowledge and research to local residents. We provide individuals, families, businesses and communities with direct access to research based knowledge from the University of NH and from other land grant universities across the country. Cheshire UNH Cooperative Extension's two major program areas – natural resources and family-community-youth – focus on topics that include community education, child care and development, wildlife management, 4-H youth programs, nutrition and food safety, farm and forestry practices, environmental quality and more.

The local communities have been the center of UNH Cooperative Extension program efforts since its establishment by Congress in 1914. Cheshire UNH Cooperative Extension is one of ten county offices that link the University to local communities. People may drop in or call for information, participate in programs presented or coordinated by Extension Educators, or access information via the county office web site at <http://www.ceinfo.unh.edu/Counties/Cheshire.htm> or the more extensive state site at <http://www.extension.unh.edu>. We offer up-to-date information to help residents make informed choices, answer questions, and help solve problems. We work diligently to identify those issues critical to Cheshire County residents and to formulate non-formal education programs addressing those issues. Cheshire UNH Cooperative Extension helps individuals improve their health by changing their diets, helps families better manage their time and money, helps communities solve environmental or economic problems, help the food and agricultural industry keep up-to-date with developing technologies, and helps youth become tomorrow's leaders.

For more information on our programs call us, visit our web site, or stop by our office. Our office hours are Monday through Friday from 8:00 AM to 4:30 PM.

Members of the Cheshire County UNH Cooperative Extension Advisory Council

Wes Cobb, Keene – Chair	Tammy Miller, Hinsdale – Treasurer
Marilyn Hurley, Keene	Justin Howe, West Swanzey
Jennifer Kozaczek, Sullivan	Glen Yardley, Keene
Martha Zimmerman, Keene	Susan Zimmerman, Keene
Ryan Owens, Walpole	Jeanette Bergeron, Keene
Charles Koch, Jaffrey	Sarah Bradeen, Swanzey
Stillman Rogers, Richmond, County Commissioner	Tara Sad, Walpole, Delegation Rep.

Cheshire County UNH Cooperative Extension Staff

Lauren Bressett, 4-H Youth Development Educator
Nancy Bradford Sisson, Family Consumer Resources Educator
Carl Majewski, County Office Administrator; Agricultural Resources Educator
Christine Parshall, Nutrition Connections Program Associate
Steve Roberge, Forest Resources Educator
Andrea Sawyer, 4-H Youth Development Program Associate
Administrative Assistants: Diane DuGray, Diana Fiorey

Mission statement UNH Cooperative Extension provides New Hampshire citizens with research-

based education and information, enhancing their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources, and improve the economy.



The mission of 4-H Youth Development is to help youth acquire knowledge, develop life skills and form attitudes to enable them to become self directing, productive and contributing members of society. To facilitate this, 4-H staff are involved in community efforts in youth development as well as administering the 4-H club program in the county.

Community Development *helping communities develop and sustain comprehensive programs, using sound practices that meet local youth needs and improve quality of life.*

Afterschool programs are important in many communities. The Cheshire County Afterschool Network (CCAN), organized by 4-H in 2003, continues to provide an opportunity for collaboration and strengthening of programs throughout the region. UNHCE provides ongoing technical consultation in areas such as organizational structure, staff training, evaluation, and program environment. This year CCAN established a fiscal agent relationship with PlustimeNH so it can apply for grants and adopted a governing structure. In October, CCAN sponsored an afterschool conference for the region attended by 48 people who gave it high evaluations and asked for additional conferences.

4-H assisted 2 communities in applying for 21st Century grants for afterschool. Hinsdale was successful, and was awarded a \$200,000 grant renewable for five years. 4-H obtained 5 JCPenney Afterschool Grants totaling \$74,565 which provide afterschool scholarships for 166 youth in Marlborough, Harrisville, Hinsdale, Keene, Gilsum, Nelson, Sullivan, Troy and Winchester. The scholarships provide critical support to many families. One parent wrote, *"Thank you so much for this wonderful gift! We used all of our money this last couple of months to move and buy heating oil, leaving no money for extras for the kids."*

Cheshire 4-H was one of the charities selected nationally to be the recipient of local JCPenney Afterschool fundraising efforts. \$3,700 was received from the Keene store, which will be used for obtaining quality curriculum and other supports for sites partnering in 4-H Afterschool programming.

Cheshire 4-H chaired a committee which developed and distributed to guidance & administrative staff of schools in the region a Resource Listing of wellness curriculum, program and staff development resources which are available locally. Arrangements were made with Child Care Resource and Referral to have these also distributed electronically to all child care providers in the region.

Strategic and action planning sessions for the Monadnock Alcohol and Drug Abuse Prevention Coalition were facilitated. As a result, a committee is working on grant funding for the coalition and another committee is developing a public education and decision maker education campaign. One participant wrote, *"I am amazed at all the work you completed & recorded from these meetings. It will be instrumental in the further work of the coalition."*

Over 69 hours of training reaching 373 people was provided in topics including: teen risk behavior, understanding and working with adolescents, positive youth development, behavior management and best practices in youth programming. Some community actions planned as a result of the sessions included changes to curriculum and/or programs, parenting sessions, work teams established, and

community actions implemented. One program coordinator wrote, *"You have this incredible ability to pick the best kernels of information for your audiences."* 18 youth were selected for the Hooper Institute summer job program using an application and interview process designed by 4-H. The youth involved were also evaluated on their skill development throughout their work experience with another 4-H model.

Positive Youth Development through 4-H - *helping insure high quality positive youth experiences for 4-H Clubs, school, after school and other community based youth programs.*

In the Cheshire 4-H program 59 adults served as 4-H leaders reporting an average of 152 hours of direct involvement with youth. Another 146 people volunteered in roles such as activity assistants, judges, and chaperones averaging 28 hours each. There were 206 youth enrolled in 19 4-H clubs and 736 youth participated in school or Afterschool enrichment or special interest programs.

89% of youth did community service projects entailing 1326 hours of effort. These projects included Christmas support for charities, food collecting, community events including Pumpkin Fest, Pickle Festival and Strolling of the Heifers, community flower planting, animal visits to elderly or youth with disabilities, community food kitchen assistance, animal rescue and humane society assistance, rebuilding a community facility, participating in community health events (Go Red for Women, Cancer Survivor Day, Alzheimer's Day), helping Miracles in Motion, cleanup in a State Park, coat drive for needy families, helping at County Outdoors day. Parents say that 4-H teaches youth to value service and research shows that these experiences result in future community involvement.

Some of the strengths of the 4-H club program are seen in the achievements of the youth involved. Cheshire had 13 youth attend NH Teen Conference, 13 youth selected for state and 8 youth selected for regional events in communications, 30 were selected for regional project opportunities, 35 youth competed on the state level in knowledge bowls with 4 going on to nationals, 28 were selected for state judging competition with 5 going to nationals, 2 teens selected to attend national Dairy Conference, 2 selected for National 4-H Congress with one selected for the National Leadership team, and 1 represented NH at National 4-H Conference.

Leadership development is a focus of the 4-H program. 32% of members serve as officers and an additional 43% of youth served in leadership roles at club level or helping at county events, leading activities for younger members and assisting with presentation of awards. In addition, 7 youth served on the County 4-H Council, another 3 were on state curriculum committees, 3 youth served on Eastern States Exposition committees.

County support for 4-H is used for professional staff that oversee the program, train volunteers, and ensure that the curriculum is based upon youth development research. Funds for educational materials, recognition, and opportunities for the volunteers and youth come from the non-profit Cheshire 4-H Council. The 4-H Kitchen at the fairgrounds serves not only as a fundraiser for the 4-H Council, but also as hands-on experience for youth in applying workforce skills. \$6612 was raised by the 149 members and 53 adults volunteering to work in the kitchen with an additional \$1800 earned by catering a conference. \$1847 was raised through advertisements in the 4-H Horse Program Yearbook and another \$2259 was raised through a Pumpkin Fest booth.

A Cheshire 4-H alum who is interning with Big Brothers, Big Sisters organized and ran a mini 4-H experience for some of the "littles" in their program. Her comment about their fair food booth shift: *"They loved volunteering and some wanted to keep going after our shift was over. They felt a great sense of purpose in being able to help others rather than always being the recipient of help."*

While research shows that the sound youth development principles implemented through traditional 4-H programming has strong positive effects on youth, parents and youth also tell us regularly about

its value to their family. A parent comment: *"Her maturity, responsibility and independence have grown immensely. Being looked upon as a leader for younger members has given her confidence and a sense of purpose."* And from an 18 year old 4-Her: *"4-H came at the perfect time in my life. I was really having a hard time and school was a nightmare. My 4-H leaders really seemed to know when to support me and when to nudge me on. I am looking forward to college this fall and know that I will be using 4-H skills – organizing, being responsible, communicating, taking advantage of opportunities, and trusting myself – that 4-H gave me."*

Family & Consumer Resources
Nancy Bradford-Sisson, Extension Educator

Raising Kids, Eating Right, Spending Smart - Living Well <http://learningandlivingwell.org/>
A National Extension Association of Family & Consumer Sciences Public Service Campaign

Family and Consumer Resources education efforts help build strong, healthy families and individuals by strengthening their assets and developing capacity to address issues faced across the lifespan. Communities become stronger and grow when families and individuals have the social, emotional, physical, intellectual and economic resources to succeed and thrive.

RAISING KIDS: Strong families raise children to become responsible, productive and caring adults. Many parents lack the knowledge and skills to promote the healthy development of their children. Cheshire County's FY08 parenting/child care educational efforts include: community collaborations; providing articles/data/material for local Parent Express newsletter and column for statewide Parenting NH newsletter; individual contacts; resource information and exhibits; age-based newsletter series, Cradle Crier and Toddler Tales (received by 467 Cheshire County households); distribution of publications/fact sheets.

Parents learn: how their actions help their children become happy, healthy, fully functioning adults; communication and effective listening skills; how children grow and develop at different rates; appropriate positive discipline techniques. With this increased knowledge, parents are more effective in providing appropriate nurturance and guidance to their children resulting in positive development and achievement.

EATING RIGHT: Nutrition and physical activity play vital roles in overall health. Research links diets with many preventable causes of death- heart disease, diabetes, obesity and several types of cancer. Lifestyles with risk behaviors that include poor diet, high stress, smoking, drinking and physical inactivity increase the chances of hypertension, high cholesterol, obesity and diabetes. Obesity continues to increase and is of concern in both youth and adult populations. More meals are eaten away from home and people have less knowledge of and less connection to foods and agriculture. Adults tend to under consume foods from the fruit, vegetable, and dairy groups while diets exceed recommendations for fat, sugar and sodium. Cheshire County's FY08 nutrition/wellness/physical activity educational efforts include: group programs such as Walkways; exhibit/facilitator at "Go Red For Women" Health Fair at the Colony Mill; Senior Food Stamp Nutrition Education correspondence course; working with Monadnock District School Wellness Policy committee; resource

information/exhibits; county newsletter articles; individual contacts; distribution of publications/fact sheets.

Participants in Extension nutrition/wellness/physical activity programs gain awareness, knowledge and skills and change behaviors related to: healthy eating; healthy food choices; benefits of physical activity; healthy weight management practices; improved skill in selection and preparation of healthy foods; recommended diet related practices for disease prevention and management; participation in regular physical activity.

Food Safety: Each year foodborne diseases cause a significant number of illnesses, hospitalizations, and even deaths, resulting in severe economic losses due to medical treatment and lost productivity. Public health officials believe the risk of foodborne illness is on the rise. In NH where tourism and eating out is a large proportion of the state's revenues, a foodborne illness outbreak could severely impact the entire industry. Cheshire County's FY08 food safety educational efforts include: group programs such as ServSafe®, SAFE, Safety Camp at Keene Rec Dept. (handwashing/safe food handling techniques), Food Preservation training for Master Gardener/Family Home and Garden Center volunteers; judged Food Preservation exhibits at Cheshire Fair; county newsletter articles; media efforts such as radio and newspaper; pressure canner dial gauge testing; individual contacts; distribution of publications/fact sheets.

Food handlers in Extension food safety programs acquire knowledge/skills and incorporate skills and change behaviors related to: practicing personal hygiene; cooking foods adequately; avoiding cross contamination; keeping foods at safe temperatures.

SPENDING SMART: Individuals and households are saving less and spending more, putting their financial security at risk now and in the future. Cheshire County's FY08 Family Resource Management educational efforts include: group program 5-week series ("Making Money Work For You") and group programs such as Don't Get Crushed by Debt, Making Ends Meet, Advance Care Directives – Who Will Decide?; county newsletter articles; individual contacts; distribution of publications/fact sheets.

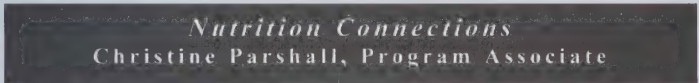
Individuals gain awareness, knowledge and skills to: manage resources and pay bills on time; recognize consequences of financial decisions; increase personal savings and investments; reduce excessive debt; determine retirement or future income needs and how to meet them; prepare to manage the risk of changes in health and independence. Individuals are motivated to gain skills in money management. Individuals increase their confidence to manage personal finances. Individuals and families utilize recommended financial management practices by: setting spending/savings goals to meet day-to-day financial obligations; developing and following a plan for achieving personal financial goals; reducing their debt level and managing their use of credit; increasing rates of savings; establishing retirement and investment plans to achieve long term financial goals and income needs. At least 31 Cheshire County citizens took steps or planned to take steps to reduce debt or increase savings as a result of the educational efforts

End-of-the series Making Money Work For You evaluations indicated that participants increased their knowledge and understanding as well as learned techniques for application to everyday situations; participants indicated that this series had enabled them to: take a look at finances to see where I am at and where I might be able to cut; realize what needs to be changed in order to reach goals; really look

at spending and see how best to make a budget and savings plan; save money; be able to spend my money more wisely and save a little; look at my spending habits. One of the participants completed the "Power Pay" analysis and if she follows it, then she can reduce the time required to pay off all of her debt (by 18 years) and she can save over \$40,000.

UNH Cooperative Extension coordinates the New Hampshire Statewide EITC Alliance where asset building coalitions and statewide partners have as their mission to increase the numbers of taxpayers getting their tax returns prepared for free with a focus of increasing the Earned Income Tax Credit for those who are eligible. The EITC population is at 200% of poverty or less and is in need of additional dollars to make ends meet. The dollars gained by the individuals/households is typically spent in the communities in which they live in or nearby. There are 3 free tax preparation sites in Cheshire County. For Tax Year 2007, the free tax preparation sites in Cheshire County filed 422 returns which results in a saving for these tax payers of \$63,300 using \$150 as the average cost of a return prepared by a paid preparer. In addition, these taxpayers received \$58,678 in Earned Income Tax Credit, \$12,649 in Child Tax Credit and \$238,622 in refunds.

Last year 70 high school students from Cheshire County received personal finance education as a result of NEFE High School Financial Planning Program curriculum. This total is estimated to be about 5% of the New Hampshire high school student population.



Nutrition Connections consists of two federal nutrition initiatives, **EFNEP** (Expanded Food and Nutrition Education Program) and **FSNEP** (Food Stamp Nutrition Education Program), whose key mission is to provide life skills education to low-income audiences in the subject areas of nutrition, meal planning/shopping, cooking, and food safety.

In Program Year 2008, *Nutrition Connections* reached over 150 adults and approximately 600 youth. Participants attend single session workshops, group lesson series, received visits at home, or enrolled in correspondence courses. During these activities they learned to apply basic nutrition knowledge by practicing healthy cooking skills, sampling new foods, using cost effective shopping skills such as label reading and unit pricing, improving meal planning, and more. Youth participated through school enrichment programs and after school activities.

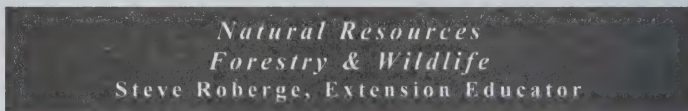
Networking and collaborating with area agencies are key to *Nutrition Connections* ' success. Agencies refer individuals, host lesson series, distribute literature, and co-facilitate programs. Local agencies which worked with *Nutrition Connections* in 2008 included Monadnock Family Services, Head Start, Home Health Care, Monadnock Developmental Services, Granite State Monarchs, Keene Community Kitchen, Workplace Success, the Monadnock Area Housing Coalition, and more. Participating schools and youth programs included Hinsdale Elementary School, Alstead Primary School, Winchester Access After School Program, Gilsum Access After School Program, Head Start, and more.

Statewide efforts also contributed to *Nutrition Connections* ' impact in Cheshire County. *Smart Choices* and *Senior Smart Choices* are newsletters sent to all Food Stamp recipients in the state. *Changing the Scene* is a USDA initiative which helps schools create an environment which supports

healthy eating and an active lifestyle. Support materials and training are provided by UNHCE, and incentives are awarded to schools which follow through on their plans. Income eligible schools may also invite Nutrition Connections staff to provide further services.

Based upon adult enrollment data, 75% of participants were Food Stamp recipients and 79% of households included children under age eighteen. Based upon youth enrollment data, youth participants were enrolled in schools and programs in which at least 30% of all youth (and usually more) received free or reduced price school meals.

Adult participant's surveys indicated improvements in food resource management and food safety practices. Anecdotally, participants shared stories of increased label reading, new cooking skills, and new foods tried. Teachers reported that students had a greater awareness of healthy foods, and an increased willingness to try new foods and participate in physical activities.



Situation:

UNH Cooperative Extension motivates private landowners to actively manage their land for long-term stewardship of natural resources. Extension programs in forestry and wildlife, agriculture, and water resources bring a comprehensive approach to solving problems and protecting resources through an extensive network of partners within the natural resources community.

There are approximately 364,008 acres of forested land in Cheshire County; 80% of the county. Of the 364,008 acres, 78.9% is under private ownership with another 6% and 13% under municipal and state ownership, respectively. Cooperative Extension's Forestry and Wildlife Program staff are available to work with these landowners and help them maximize the economic, educational and ecological benefits of the land, which include direct and indirect benefits to the landowners themselves and the communities where the land resides. In one year alone, Cheshire County residents received over \$3,000,000 of income from selling timber and other wood products and the towns received over \$300,000 in timber tax (2007, NH DRA).

Long-term memoranda with the NH Division of Forests and Lands and NH Fish and Game recognize Extension's lead role in educational programming. The Society for the Protection of New Hampshire Forests, Audubon Society of New Hampshire, NH Timberland Owners Association, Natural Resources Conservation Service, Farm Service Agency, U.S. Forest Service, NH Office of State Planning, Conservation Districts, NH Department of Environmental Services, regional planning commissions, other non-profit organizations and county governments are all active partners.

While the Cheshire County Forest Resources Extension Educator serves on a number of committees providing assistance, programs and workshops with a state and regional impact, the real strength of the Forestry & Wildlife program at the county level is the one-on-one contact and assistance with the public, landowners and professionals. Some contacts are made by phone, mail or email, but many require a personal consultation and field visits. Other audiences are also reached through public forums, meetings, field demonstrations or workshops and via newsletters, bulletins, articles and radio

spots.

UNHCE Response:

In 2008, Steve Roberge, Cheshire County Extension Educator in Forest Resources, visited 73 properties totaling 6003 acres. 129 individuals participated in these visits. 48 out of the 73 visits were new to the UNH Cooperative Extension, meaning this was the first time these landowners used Cooperative Extension as a resource. 19 of those 73 landowners visited (1735 acres) were referred to a NH Licensed Forester. To date, over half have contacted with a consulting professional. In October, 2006 Steve Roberge began his position as Cheshire County’s Extension Educator in Forest Resources, since then every municipality has had at least one visit every year.

In 2008, 3 Landowners were awarded an Environmental Quality Incentive Program (EQIP) contract through the Natural Resources Conservation Service (NRCS) to cost-share forest stewardship plans, habitat management, invasive species control, road maintenance & improvement and timber stand improvement.

An estimated 725 individuals, organizations, communities or businesses were assisted in the area of forest/tree insects and diseases, environmental issues, current use and forest law inquires and other forest resource issues. Many of these contacts are made through telephone or email and facts sheets or publications are usually provided to the individual covering a wide variety of forestry and wildlife related topics, including:

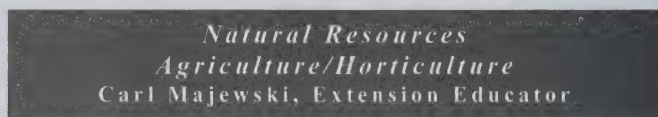
- | | |
|--|--|
| • Wildlife habitat enhancement | • Forest ecology |
| • Silviculture | • Recreation |
| • Selling timber | • How to find a logger, arborist or forester |
| • Forest management planning | • Chain saw safety |
| • Current use taxation | • Firewood production |
| • Forestry related laws | • Producing maple syrup |
| • Conservation easements and estate planning | • Tree diseases & insect pest |

In 2008, Steve Roberge held 28 workshops, demonstrations or tours for the public with an estimated 460 people in attendance. The events were all held in Cheshire County and covered topics such as responsible forest management, current use taxation, how to cut your own firewood, maple sugaring, wildlife, and the use of global positioning systems. These events often involved partnering agencies such as the NRCS, Cheshire County Conservation District, Forest Society, Monadnock Conservancy and the NH Division of Forest & Lands.

As mentioned above, municipalities often contact the Cheshire County Extension Educator in Forest Resources with inquiries about their own forestlands or for specific resource concerns. Towns assisted in 2008 are listed below:

- | | |
|------------|----------------|
| ! Alstead | ! Dublin |
| ! Dublin | ! Fitzwilliam |
| ! Hinsdale | ! Keene |
| ! Marlow | ! Rindge |
| ! Swanzey | ! Westmoreland |

Supporting the Cheshire County Extension Educator in Forest Resources is a network of Extension Resource Specialist and staff at the University of New Hampshire. Volunteer programs such as the New Hampshire Coverts Project and Community Tree Stewards further the efforts of the Extension Educator by providing outreach to citizens within their communities. In Cheshire County, there are 38 Coverts and Tree Stewards volunteers who volunteered over 2900 hours. Their efforts to teach to public about the importance of the county's forest resources reached over 6100 people in 2008.



With 12, 202 acres of cropland and over \$12.3 million in sales in products, agriculture has a strong presence in Cheshire County. Programs in Agricultural Resources teach the skills and provide the information that enables farmers to produce crops efficiently and profitably, and to practice responsible land stewardship, which in turn helps them remain economically and environmentally viable. Participants in UNH Cooperative Extensions programs are able to make changes on their farms or at their homes that result in higher crop yields, better use of pesticides and fertilizers, improved safety to employees or family members, or improved soil conservation. By running productive farms and taking better care of their land, farmers are able to make a living providing a wide selection of locally-produced agricultural goods to the public, and Cheshire County citizens enjoy a clean working landscape that doesn't pose risks to their health. Programs also extend to the non-farming public, teaching them how to succeed with gardening and home livestock production, and demonstrating responsible care for the home environment.

2008 Activities in Agricultural Resources

- ◆ Soil Health and Organic Vegetable Production Workshop - Keene
- ◆ Sprayer Calibration Demonstration - Surry
- ◆ Tree Fruit Twilight Meeting – Walpole
- ◆ Grape Production Workshop and Vineyard Tour – Walpole & Westmoreland
- ◆ Corn & Forage Meeting – Westmoreland
- ◆ Landscaping @ the Water's Edge Workshop – Swanzy
- ◆ Tractor Safety course (4-part series)
- ◆ Workshops for home gardeners in Stoddard, Marlborough, and Chesterfield
- ◆ Farm visits in Alstead, Chesterfield, Fitzwilliam, Gilsum, Hinsdale, Jaffrey, Keene, Rindge, Stoddard, Swanzy, Troy, Walpole, Westmoreland, and Winchester, including 25 site visits made with UNH Extension Specialists
- ◆ Phone calls from homeowners and producers, distributing fact sheets
- ◆ Collaborations with the Monadnock Conservancy, Cheshire County Conservation District, and NH Assoc. of Natural Resource Scientists

Impacts

- ◆ According to responses from 23 questionnaires handed out at the Corn & Forage Meeting:
 - 9 indicated they learned new crop production practices
 - 14 indicated they learned new pest management practices
 - 20 indicated they were able to improve their understanding of NH pesticide regulations

- 12 were able to use what they learned to identify ways they could improve their farm management
- Several respondents listed changes they intended to make on their farms; these included experimenting with small grains as a forage crop, including small grains and/or summer annuals in a forage crop rotation, trying new techniques for managing bedstraw in pastures and hay crops, and updating Worker Protection Standard training
- ◆ As a result of farm visits:
 - A new farm in the county took advantage of mid-season nitrogen testing for corn. Instead of applying approximately two tons of N fertilizer to a large corn field prior to planting, they waited until later in the season to see if it was necessary. Testing indicated that no fertilizer was necessary; the farm saved approximately \$2000 in input costs, and the land did not receive excess nitrogen fertilizer that would otherwise leach out of the soil to contaminate surface and ground waters. Seven farms, representing approximately 950 acres of cropland, have now used mid-season nitrogen testing in the past six years.
 - A livestock operation in the county approached UNHCE for help in figuring how to expand the farm to include a small organic dairy operation. As a result of several farm visits made at various times with other Extension educators and specialists, the farm was able to project cash flow and income with the dairy herd included on the farm, develop a business plan, and figure out how to convert part of their existing pole barn to accommodate the milking herd and milking facilities. The farm has begun to build their herd and is proceeding with barn renovations, and they have built a growing customer base for raw milk.
 - A farm raising vegetables on 30 acres learned how to calibrate their sprayer in order to apply pesticides more accurately
- ◆ Acting on recommendations from an Extension-led Business Assistance Team, a livestock producer has improved their pasture management, is keeping better health records, and improving their financial record-keeping.
- ◆ Working with myself, UNHCE Specialists, and NRCS, a vegetable grower developed an Integrated Pest Management Plan - he was able to identify major pests; develop a plan for managing those using cultural, mechanical, and cultural techniques; and develop a method for monitoring the results.
- ◆ Seven licensed pesticide applicators learned how to calibrate a boom sprayer properly, and how to perform pre-season sprayer maintenance for safe and accurate pesticide applications.
- ◆ 43 Fruit growers in NH, VT, and MA learned proper tree pruning techniques and pest management practices at the Tree Fruit Twilight Meeting
- ◆ 52 people from NH and VT increased their understanding of managing soil fertility and soil organic matter and maintaining crop records on organic farms at the RMA Workshop - Soil Fertility and Nutrient Management for Organic Growers
- ◆ 43 people from NH, VT, MA, and Quebec learned about pest management and production practices for wine grapes at the RMA Workshop for Grape Growers
- ◆ 12 people in the landscaping industry learned how to design and maintain landscapes in ways that protect surface waters and comply with the state Shoreline Protection Act
- ◆ Participated in planning and implementing the Community Feasibility Study, a SARE-funded collaborative effort between the Cheshire County Conservation District, Hannah Grimes, and UNH Cooperative Extension which included a series of interviews for area farms and holding two community forums
- ◆ Over 100 people, and a several area farms, participated in each of the two forums for the Community Feasibility Study – organized by the Cheshire County Conservation District and co-sponsored by UNH Cooperative Extension. In a survey of participants, 94% expected to learn more

about local food initiatives and 85% expected to share ideas about supporting local agriculture; 94% felt that the events met their expectations, and 79% responded that the event either enabled or motivated them to buy or sell more local food. The Monadnock Farm and Community Connection has grown out of these forums, a volunteer organization that works to facilitate increased consumption of locally-produced food

- ◆ Eight youth and three adults participating in the Tractor Safety Course increased their understanding and awareness of safe tractor operation and agricultural safety hazards, and seven youths became certified in tractor safety by the National Safe Tractor and Machinery Operation Program. This certification enables youths between the ages of 14-16 to operate agricultural machinery as part of farm employment.

Cheshire County Farm 2008 Annual Report

The changes in the economy had an impact on the farm in 2008. The year started off with high milk prices at \$24.00 per 100 weight. As the year progressed, the price of grain and fuel saw an all time high. Grain prices were over \$400.00 a ton. Diesel and gas prices were over \$4.00 per gallon throughout the entire growing season.

The herd maintained an average of 24,000 lbs of milk. The herd consists of 67 milk cows and 48 head of young stock.

The farm harvested crops from 72 acres of corn, 30 acres of alfalfa and 70 acres of grass. Corn production was approximately 18 tons per acre with a total of 1490 tons. 320 round alfalfa bales and 150 round grass bales were made throughout the growing season.

In June the farm hosted the annual Open Barn Day for the Granite State Dairy Promotion. Attendance was very good and again this year we had a sheep dog demonstration provided by Bill Fosher along with the horse drawn wagon rides and petting zoo. From September to November sections of the county's nature trails were used at night for netting & tagging of saw-whet owls. The farm was contacted by Christine Volonte, Master's Candidate Environmental Studies, Conservation Biology Program from Antioch University New England, involved in "A pilot study of seasonal movements by Northern saw-whet owls". Christine reported that a total of 33 northern saw-whet owls were netted and tagged in 10 nights on the County Farm property.

2008 was yet another busy year on the farm. I would like to extend my thanks to my staff Matt Chickering and Carl York for all their hard and dedicated work throughout the year. I would also like to thank the farm study committee for their continued interest and dedication to the farm.

Sincerely

David R. Putnam
Cheshire County Farm Manager

COUNTY OF CHESHIRE,
NEW HAMPSHIRE

FINANCIAL STATEMENTS
(WITH INDEPENDENT AUDITORS'
REPORT THEREON)

FOR THE YEAR ENDED
DECEMBER 31, 2008

INDEX TO FINANCIAL STATEMENTS AND SUPPLEMENTAL SCHEDULES

Report of Independent Auditors	1-2
--------------------------------------	-----

Required Supplemental Information

County Management’s Discussion and Analysis.....	3-13
--	------

Basic Financial Statements

Statement of Net Assets	14
Statement of Activities	15
Balance Sheet – Governmental Funds.....	16
Reconciliation of Total Government Fund Balance to Net Assets of Governmental Activities	17
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	18
Reconciliation of the Statement of Revenue, Expenditures and Changes in Fund Balance of Governmental Activities	19
Statement of Net Assets – Proprietary Funds	20-21
Statement of Revenues, Expenses and Changes in Fund Net Assets – Proprietary Funds.....	22-23
Statement of Cash Flows – Proprietary Funds.....	24-25
Statement of Net Assets – Fiduciary Funds.....	26

Notes to Financial Statements

I – Summary of Significant Accounting Policies.....	27-32
II – Reconciliation of Government-Wide and Fund Financial Statements.....	32-33
III – Stewardship, Compliance, and Accountability.....	34
IV – Detailed Notes on All Funds	35-42
V – Other Information.....	42-45

Required Supplemental Information

Actual Revenues and Expenditures Compared to Legally Adopted Budget General - Fund.....	46-49
--	-------



MASON + RICH

PROFESSIONAL ASSOCIATION

Certified Public Accountants

REPORT OF INDEPENDENT AUDITORS

Board of County Commissioners

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Cheshire, New Hampshire, as of and for the year ended December 31, 2008, which collectively comprise the County's basic financial statements as listed in the index. These financial statements are the responsibility of the County's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

Management has not adopted GASB Statement #45 (Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions) for the reporting of post-employment health insurance benefits. This arises because, as required by New Hampshire RSA's (Note VH), the health insurance benefit for retirees is included with the health insurance benefit for current employees when the health insurance company determines the amount of the overall health insurance premium, resulting in a subsidy for the health insurance benefits of retirees. Management has elected to not compute or record an amount for this subsidized benefit, which is contrary to accounting principles generally accepted in the United States of America. The amount by which this departure would affect the liabilities, net assets and expenses of the governmental activities and business-type activities is not reasonably determinable and is NOT presumed to be material as only one retiree was using the health insurance in 2008.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Cheshire, New Hampshire as of December 31, 2008 and the respective changes in financial position and cash flows, where applicable, thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 13 and 46 through 49 are not a required part of the basic financial statements but are supplemental information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management

SIX
BICENTENNIAL
SQUARE
CONCORD NH
03301
T 603.224.2000
F 603.224.2613

VISIT US AT WWW.MASONRICH.COM

regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Respectfully submitted,

Mason + Rich, P.A.

MASON + RICH PROFESSIONAL ASSOCIATION
Certified Public Accountants

May 14, 2009

**COUNTY MANAGEMENT'S
DISCUSSION AND ANALYSIS**

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

The discussion and analysis of Cheshire County's financial performance provides an overview of the County's financial activities for the year ended December 31, 2008. The intent of this discussion and analysis is to look at the County's financial performance as a whole.

FINANCIAL HIGHLIGHTS

Key financial highlights for 2008 are as follows:

- The County's total net assets increased by \$3,876,935 which represents a 51.93% increase from 2007.
- At the end of the current year, the County's governmental funds reported a combined ending fund balance of \$24,207,405, a decrease of \$13,662,152 from the prior year. Of this amount, \$24,008,329 is available for spending (unreserved fund balance).
- At the end of the current year, unreserved fund balance for the General Fund was \$3,057,542, which represents an 84.91% increase from the prior year and represents 15.66% of total General Fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of a series of financial statements. These statements are organized so the reader can understand the County as a financial whole or as an entire operating entity. The statements also provide a detailed look at specific financial conditions.

The County's basic financial statements are comprised of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the financial statements.

This report also contains other supplementary information in addition to the basic financial statements themselves.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The Government-wide financial statements are designed to provide readers with a broad overview of the County's finances, in a manner similar to a private-sector business.

STATEMENT OF NET ASSETS AND STATEMENT OF ACTIVITIES

The statement of net assets presents information on all of the County's assets and liabilities, with the difference between the two reported as net assets. The statement of activities presents information showing how the County's net assets changed during the current year. These statements are prepared using the accrual basis of accounting similar to the accounting method used by private sector companies. This basis of accounting takes into consideration all of the current year's revenues and expenses, regardless of when the cash is received or paid.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

The change in net assets is important because it tells the reader whether, for the County as a whole, the financial position of the County has improved or diminished. However, in evaluating the overall position of the County, non-financial information such as changes in the County's tax base and the condition of the County's capital assets will also need to be evaluated.

In the statement of net assets and the statement of activities, the County is divided into two kinds of activities:

- **Governmental Activities**—Most of the County's programs and services are reported here, including General Government, Public Safety, Human Services, and the Cheshire County Farm. These services are funded primarily by taxes and intergovernmental revenues, including federal and state grants and other shared revenues.
- **Business-Type Activities**—These services are provided on a charge for goods or services basis to recover all or most of the cost of the services provided. The County's Nursing Home is reported here.

FUND FINANCIAL STATEMENTS

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objects. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The funds of Cheshire County can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. Fund financial statements provide detailed information about the County's major funds. Based on the restriction on the use of moneys, the County has established many funds that account for the multitude of services provided to our residents. In 2008, the County has determined the General Fund and the House of Corrections Construction fund to be major governmental funds.

GOVERNMENTAL FUNDS—Governmental funds are used to account for essentially the same functions reported as governmental activities on the government wide financial statements. Most of the County's basic services are reported in these funds that focus on how money flows into and out of the funds and the year-end balances available for spending. These funds are reported on the modified accrual basis of accounting that measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the County's general government operations and the basic services being provided, along with the financial resources available.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities on the government wide financial statements. By doing so, readers may better understand the long-term effect of the government's short term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

The County maintains a multitude of individual governmental funds. Information is presented separately on the governmental fund balance sheet and on the governmental fund statement of revenues, expenditures, and changes in fund balances for the major funds, identified earlier as the General Fund and the House of Corrections Construction Fund. Data from the other governmental funds, which include County Extension Service, Incentive Fund, Heman Chase Fund, Nursing Home Contribution Fund, Wellington Fund, Deeds Surcharge, Nursing Home Activities, Jail Canteen and the Capital Reserve Funds are combined into a single, aggregated presentation.

PROPRIETARY FUNDS—The County has one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities on the government-wide financial statements. The County uses enterprise funds to account for the Nursing Home and Internal Service Health and Dental Insurance Fund.

FIDUCIARY FUNDS—Fiduciary funds are used to account for resources held for the benefit of parties outside the County. Fiduciary funds are not reflected on the government-wide financial statements because the resources from those funds are not available to support the County's programs. The accounting method used for fiduciary funds is much like that used for the proprietary funds.

NOTES TO THE FINANCIAL STATEMENTS—The notes provide additional information that is essential to gaining a full understanding of the data provided on the government-wide and fund financial statements.

OTHER INFORMATION—In addition to the basic financial statements and accompanying notes, this report presents the General Funds actual revenues and expenditures as compared to the legally adopted budget.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

County assets exceeded liabilities by \$11,342,060 (\$8,656,461 in governmental activities and \$2,685,599 in business-type activities) as of December 31, 2008. This is an increase in net assets of \$3,876,935 from 2007.

**Cheshire County, New Hampshire Net Assets
as of December 31, 2008 and December 31, 2007**

	Governmental Activities		Business-Type Activities		Total	
	2008	2007	2008	2007	2008	2007
Current and Other Assets	\$ 28,548,791	\$ 40,016,314	\$ 375,326	\$ (45,448)	\$ 28,924,117	\$ 39,970,866
Direct Financing Lease A/R	2,231,840	2,441,498	-	-	2,231,840	2,441,498
Capital Assets, Net	<u>21,675,704</u>	<u>7,153,719</u>	<u>4,301,789</u>	<u>4,575,252</u>	<u>25,977,493</u>	<u>11,728,971</u>
Total Assets	<u>52,456,335</u>	<u>49,611,531</u>	<u>4,677,115</u>	<u>4,529,804</u>	<u>57,133,450</u>	<u>54,141,335</u>
Other Liabilities	7,656,358	5,751,689	1,031,209	1,439,668	8,687,566	7,191,357
Long-Term Liabilities	<u>36,143,516</u>	<u>38,332,185</u>	<u>960,307</u>	<u>1,152,665</u>	<u>37,103,824</u>	<u>39,484,850</u>
Total Liabilities	<u>\$ 43,799,874</u>	<u>\$ 44,083,874</u>	<u>\$ 1,991,516</u>	<u>\$ 2,592,333</u>	<u>\$ 45,791,390</u>	<u>\$ 46,676,207</u>

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Cheshire County, New Hampshire Net Assets
as of December 31, 2008 and December 31, 2007

	Governmental Activities		Business-Type Activities		Total	
	2008	2007	2008	2007	2008	2007
Net Assets:						
Invested in Capital Assets,						
Net of						
Related Debt	\$ 7,190,977	\$ 2,179,255	\$ 3,360,101	\$ 3,449,644	\$ 10,551,078	\$ 5,628,899
Restricted	733,504	728,199	-	-	733,504	728,199
Unrestricted	<u>731,980</u>	<u>2,620,203</u>	<u>(674,502)</u>	<u>(1,512,173)</u>	<u>57,478</u>	<u>1,108,030</u>
Total Net Assets	<u>\$ 8,656,461</u>	<u>\$ 5,527,657</u>	<u>\$ 2,685,599</u>	<u>\$ 1,937,471</u>	<u>\$ 11,342,060</u>	<u>\$ 7,465,128</u>

Total net assets are presented in three categories: capital assets, restricted and unrestricted.

The largest portion of the County's net assets are related to capital assets (e.g., land and improvements, buildings and building improvements, machinery and equipment, vehicles, and infrastructure). The figure presented (\$10,551,078) is net of any related debt incurred to acquire those assets and represents 93.03% of total net assets. The County uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

An additional portion of the County's net assets (\$733,504 or 6.47%) represents resources that are subject to restrictions on how they can be used. For Cheshire County, those restrictions include those related to limitations imposed by statutes governed by the State of New Hampshire, capital reserves and expendable trust funds.

The remaining portion (\$57,478 or .506%) represents the part of net assets of Cheshire County that may be used to meet the County's ongoing obligations to citizens and creditors without constraints established by debt covenants, enabling legislation, or other legal requirements (unrestricted). As you will note, the unrestricted assets of the County business-type activities have a negative balance. Specifically, the business type activity for Cheshire County is the County owned Maplewood Nursing Home. Although the objective of the County is that the Nursing Home is self sustaining, Maplewood as well as other County run nursing homes throughout the State of New Hampshire face deficits due to Medicaid reimbursement rates being lower than the actual cost to run the homes. The 2008 negative balance has decreased by \$837,671 from 2007.

**CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS**

The next statement provided shows the changes in net assets for 2007 and 2008.

Cheshire County, Changes in Net Assets						
	Governmental Activities		Business Type Activities		Total	
	2008	2007	2008	2007	2008	2007
Revenues:						
Program Revenues						
Charges for Services	\$ 2,162,841	\$ 2,233,629	\$ 9,449,583	\$ 9,547,375	\$ 11,612,424	\$ 11,781,004
Operating Grants and Contributions	790,926	655,867	1,972,833	1,823,930	2,763,759	2,479,797
Capital Grants and Contributions	-	-	-	-	-	-
Total Program Revenues	<u>2,953,767</u>	<u>2,889,496</u>	<u>11,422,416</u>	<u>11,371,305</u>	<u>14,376,183</u>	<u>14,260,801</u>
General Revenues						
Property Taxes	19,654,594	14,591,325	-	-	19,654,594	14,591,325
Gain(Loss) on Disposal of Capital Assets	-	-	(9,270)	-	(9,270)	-
Capital Contributions	-	-	-	93,650	-	93,650
Interest and Investment	1,830,661	242,979	5,455	11,847	1,836,116	254,826
Other	<u>71,244</u>	<u>80,327</u>	<u>12,851</u>	<u>31,652</u>	<u>84,095</u>	<u>111,979</u>
Total General Revenue	<u>21,556,499</u>	<u>14,914,631</u>	<u>9,036</u>	<u>137,149</u>	<u>21,565,535</u>	<u>15,051,780</u>
Total Revenues	<u>24,510,266</u>	<u>17,804,127</u>	<u>11,431,452</u>	<u>11,508,454</u>	<u>35,941,718</u>	<u>29,312,581</u>
Transfers	<u>(3,239,126)</u>	<u>(2,417,418)</u>	<u>3,239,126</u>	<u>2,417,418</u>	<u>-</u>	<u>-</u>
Total Revenues and Transfers	<u>21,271,140</u>	<u>15,386,709</u>	<u>14,670,578</u>	<u>13,925,872</u>	<u>35,941,718</u>	<u>29,312,581</u>
Expenses:						
General Government	5,010,970	5,281,047	-	-	5,010,970	5,281,047
Public Safety	4,874,436	4,311,780	-	-	4,874,436	4,311,780
Human Services	6,140,446	6,507,017	-	-	6,140,446	6,507,017
Farm	393,079	350,235	-	-	393,079	350,235
Interest on Long Term Debt	1,723,404	682,792	-	-	1,723,404	682,792
Cheshire County Nursing Home	-	-	13,922,448	13,932,101	13,922,448	13,932,101
Total Expenses	<u>18,142,335</u>	<u>17,132,871</u>	<u>13,922,448</u>	<u>13,932,101</u>	<u>32,064,783</u>	<u>31,064,972</u>
Increase (Decrease) in Net Assets	<u>\$ 3,128,805</u>	<u>\$ (1,746,162)</u>	<u>\$ 748,130</u>	<u>\$ (6,229)</u>	<u>\$ 3,876,935</u>	<u>\$ (1,752,391)</u>

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Governmental Activities

Charges to users of governmental services made up \$2,162,841 or 8.8% of total government revenues and include such services as provided by the Sheriff's Department, Department of Corrections, Court House Leases, Cheshire County Farm, Registry of Deeds, and Assisted Living Apartments. Additionally, the County receives revenue from operating grants and other contributions. In 2008, this totaled \$790,926 or 3.22% of total government revenue. Operating grants are used to fund expenses associated with programs such as the Domestic Violence Prosecutor, the Victim Witness Program, Regional Prosecutor Program and services relating to Human Services. Other contributions included in the amount are reimbursements from the State for the lease of the Jaffrey District Court House. This reimbursement is received as a direct offset to the annual long-term debt bond schedule.

Property tax revenues are the County's largest revenue, accounting for \$19,654,594 or 80.19% of total government revenues. As noted previously, the County is able to recover some of its expenses through user charges, however, a great deal of County operations do not have revenue sources sufficient or available to meet their expenses and as a result are funded by Property Taxes.

The single largest expense funded through the assessment of taxes is associated with the obligation towards Human Services. This area is responsible for paying the County's share of funding for those Cheshire County residents needing Medicaid assistance. As of July 1, 2008, the County took on 100% of the non federal share for residents in Long Term Care Facilities and for County residents receiving their care at home (HCBC). As a result, the State of New Hampshire took over 100% of the non federal share of the other programs which include Board and Care of Children, Old Age Assistance, Aide to the Permanentiy and Totally Disabled and Provider Services. As the cost of Long Term Care and HCBC outweigh the cost of the programs the State took over, there was a "Hold Harmless" provision included in the statute that protected the Counties from being exposed to additional expenditures above normal inflationary rates for State Fiscal Years 2009 and 2010. After 2010, the caps and any additional Hold Harmless provisions will be established by the legislature on a biennial basis.

The analysis for governmental activities indicates the total cost as well as the net cost of services. The net cost of services identifies the cost of those services supported by tax assessments and unrestricted revenues that are not directly related to specific charges for services or grants and contributions that would offset those services.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Cheshire County, Governmental Activities
For Year Ending December 31, 2008 and December 31, 2007

	Total Cost of Services		Net Cost of Services	
	2008	2007	2008	2007
General Government	\$ 5,010,970	\$ 5,281,047	\$ 3,443,425	\$ 3,797,949
Public Safety	4,874,436	4,311,780	4,170,863	3,567,342
Human Services	6,140,446	6,507,017	5,857,528	6,256,772
Farm	393,079	350,235	73,006	23,215
Interest Expense	1,723,404	682,792	1,643,746	598,097
Total Expenses	<u>\$ 18,142,335</u>	<u>\$ 17,132,871</u>	<u>\$ 15,188,568</u>	<u>\$ 14,243,375</u>

Business-Type Activities

Charges for services provided funding for 67.87% of total program expenses with the additional 14.17% coming from operating grants and contributions and 23.27% (\$3,239,126) subsidized by the General Fund.

Although the Nursing Home should be self sustaining, high census levels of Medicaid residents largely contribute to its operating deficit. In 2007, the Nursing Home required the General Fund to subsidize the operations by 17.4% or \$2,417,418. In 2008, the subsidy increased 23.27% or \$3,239,126, an increase of \$821,708. The increase in subsidy is due to lower census levels in 2008 over 2007. Census levels for 2008 were down overall by 1,531 bed days. However, Medicaid bed days were actually up by 1,221 with the higher reimbursable bed days such as Skilled Care and the Behavioral Unit census down by 2,867. One of the main factors that had an impact on the 2008 Skilled Nursing Care system was the inability to hire therapist's which are a necessary component in providing skilled care. By the end of 2008, the County was successful in hiring a Speech Therapist and a compliment of part time and contracted Physical Therapist's that has allowed the nursing home to enhance skilled admissions.

Financial Analysis of County Funds

Cheshire County uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds

The focus of the County's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the County's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the County's net resources available for spending at the end of the year.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

As of December 31, 2008, the County's governmental funds reported a combined ending fund balance of \$24,207,405, a decrease of \$13,662,151 in comparison with the prior year. Approximately 99.18% of this total (\$24,008,329) represents unreserved fund balance, with 12.63% being the General Fund, 84.02% unspent proceeds for the House of Corrections Construction Project and 2.52% for the other combined governmental funds, which include County Extension Service, Incentive Fund, Heman Chase Fund, Nursing Home Contribution Fund, Wellington Fund, Deeds Surcharge and the Capital Reserve Funds. The remainder of the fund balance is reserved to indicate that it is not available for new spending because it has already been committed to liquidate contracts and purchase orders of the prior year (\$199,076).

The General Fund is the primary operating fund of the County. At the end of 2008, unreserved fund balance was \$3,057,542, while total fund balance was \$3,175,939. Cheshire County objective is to maintain an unreserved fund balance between 5% and 10 % of the County's total budget.

Cheshire County's General Fund balance increased by \$1,295,395 during 2008. The key factor for this increase was the interest earned on the Correctional Facility Bond proceeds. Additionally due to the new funding structure between the State and the County for residents needing Medicaid assistance in Long Term Care Facilities, a liability that had been maintained on the County books was eliminated as the new system no longer recognizes the dates of service as the basis for billing.

Enterprise Funds

The enterprise fund (Maplewood Nursing Home) focuses on the changes to net assets, much as it might be for a private-sector business.

The unrestricted net assets of Maplewood Nursing Home at December 31, 2008 were at deficit levels of (\$1,543,564). The unrestricted net asset deficit increased by \$42,447 over the 2007 level of (\$1,501,117). Although the Nursing Home Supplemental payment helps to narrow the difference between the Medicaid rate and our actual per diem rate, deficit levels still continue as the Medicaid rate combined with the Bed Tax falls short of covering the cost of patient care.

As a government owned nursing home, the census of Medicaid residents tends to be much higher than private nursing home levels. As of December 31, 2008, approximately 78% of the nursing home census consisted of residents needing Medicaid assistance in order to pay for their care. Based on the 2008 Medicaid cost report for Maplewood, the allowable per diem rate was calculated to be \$263.59. However, the actual paid per diem as of December 31, 2008 was \$145.45 or \$118.14 per day short of allowable 2008 costs. The supplemental payment provided additional reimbursement averaging \$43.02 per day with the Proportionate Share Funds providing additional reimbursement of \$16.92 per day. These additional payments still leave the allowable per diem rate short by approximately \$58.20 per day. In order to minimize the need to subsidize Maplewood Nursing Home, the department's work very hard to keep their operational budgets as close to level as possible. However, because nearly 50% of the expenses at the Nursing Home are within the payroll and benefit lines, the overall cost to run the Nursing Home inevitably continues to increase the need for financial support from the General Fund thus contributing to the deficit levels of unrestricted net assets.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Budgetary Highlights

By State statute, the County Convention must adopt its annual budget within 90 days after the beginning of the County's fiscal year. Therefore, any new purchases or proposed changes to the budget are not executed until the budget is adopted. On March 24, 2008, the County Convention adopted the 2008 budget. As adopted, the bottom line was up 16.11% (\$4,682,446) and taxes to be raised were 34.7% higher than 2007 (\$5,063,269) for total taxes to be raised of \$19,654,594.

Areas that contributed to the increase included the following:

- First year payment of the new Jail bond of \$3,492,389.
- Merit and a 2.30 % cost of living adjustment to employee wages accounted for approximately \$628,270 in increased costs for payroll and benefits.
- New positions at the Correctional Facility added approximately \$157,000 in new payroll and benefit costs.
- Reduction by eliminating the use of any fund balance or Capital Reserve savings in the 2008 budget in order to preserve current levels for both funds caused a decrease in revenues of \$1,194,987 from 2007.

In 2008 there was a supplemental budget brought before the delegation and approved. On August 18, 2008, the County budget was amended by \$91,338 in order to convert the nursing home laundry machines to Ozone, to adjust the Regional Prosecutor's budget so that additional Cheshire County towns could enter the program, and lastly to move donated funds to a special account in order to establish a scholarship fund to recruit therapists.

As a result of the supplemental budget, the total budget increased to \$35,995,580 up 16.41% (\$4,773,784) over the 2007 budget.

Capital Assets and Debt Administration

Capital Assets—The County's investment in capital assets for governmental and business-type activities as of December 31, 2008, was \$25,977,493 (net of accumulated depreciation). This investment in capital assets includes land and improvements, water and waste water systems, buildings and improvements, improvements other than buildings, machinery and equipment, vehicles, and construction in progress.

Major Capital projects and or equipment that was completed or purchased include \$14,574,323 in additional construction in progress for the new Correctional Facility, \$60,900 to convert the Nursing Home laundry to Ozone, and \$78,800 to purchase 3 Sheriff vehicles.

Note IV (C) – Detailed Notes on All Funds (Capital Assets) provides additional information about capital asset activity during 2008.

**CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS**

Long-Term Debt—At December 31, 2008, the County had total general obligation bonded debt outstanding of \$40,724,648. Of this amount, \$1,690,000 is for the Jaffrey District Court House and is to be reimbursed by the State of New Hampshire by way of a lease agreement. The annual payment schedule for the lease corresponds with the bond schedule principal and interest payments. Other outstanding debt includes construction of a twenty (20) apartment Assisted Living Unit and the expansion of the Nursing Home's therapy departments with debt remaining as of December 31, 2008 of \$1,240,000. Bonds for the study of a new County Jail had a balance remaining of \$325,000 at year-end. The first payment of the 20 year bond for Construction of the new County correctional facility was made in 2008. The outstanding balance at year-end for this debt was \$35,150,000. Additionally, \$13,146 for the Water Treatment Upgrade Project is being funded by the use of State of New Hampshire Revolving Loan Funds. When this is completed, the County will borrow from this fund approximately \$745,000 for this project. The County's long term bonded debt decreased by \$2,421,000 during 2008 and increased by \$ 8,499 (debt issued).

The current outstanding debt for Cheshire County is as follows:

Cheshire County, Outstanding Debt December 31, 2008			
	Governmental Activities	Business-type Activities	Total
Nursing Home Expansion	\$ 830,800	\$ 409,200	\$ 1,240,000
Jail Expansion Study	325,000	-	325,000
Jaffrey District Court House	1,690,000	-	1,690,000
Jail Construction	35,150,000	-	35,150,000
Water Treatment Upgrade	13,146	-	13,146
Total Outstanding Debt	<u>\$ 38,008,946</u>	<u>\$ 409,200</u>	<u>\$ 38,418,146</u>

On September 22, 2008, the Delegation authorized to raise and appropriate \$1,800,000 to finance the design, construction and equipping of a ground source heat pump system at the new County correctional facility and to replenish the overall project contingency fund related to the construction of the new facility. Timing for the bonding of this aspect of the project is currently happening.

In 2005, the first lease payment associated with the Energy Efficiency Project was due. Total principal for this project is \$1,070,543 and will be paid over a twelve (12) year period. The fourth principal payment was made on May 30, 2008 for \$106,000. The remaining principal due for this project as of December 31, 2008 is \$691,543.

On March 23, 2009 the Delegation voted to raise and appropriate \$450,000 to finance the design, construction and equipping of the County Waste Water Treatment Plant. The County is in need of upgrading this treatment plant and learned that this project could be eligible for ½ funding from the New Hampshire Economic Stimulus Recovery Funds. The County has learned that this project ranked #14 and is eligible for funding. Plans are underway in 2009 in order to meet the deadlines associated with accepting these funds.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Moody's has assigned an underlying rating of A1 to the outstanding general obligation debt of the County. In order to maintain this rating, the County will continue to pay close attention to the fund balance levels.

In addition to the bonded debt, the County's long-term obligations include \$423,135 in compensated absences. These compensated absences are an accumulation of unused accrued vacation and holiday time at December 31, 2008.

Economic Factors

- The Cheshire County unemployment rate for December 2008 was 3.9%, which compares favorably to the State's rate of 4.3 %, the New England rate of 6.5% and the national rate of 5.8 %. The County rate has increased slightly over December 2007 at which time was 3.2 %.
- Most recent equalized assessed valuations of property used for appropriating Cheshire County's 2008 taxes were \$7,552,922,415. This is a slight decrease over the prior year assessed valuations of 1.08% or \$83,588,165.
- There was one outstanding tax payment due from a Cheshire County Town as of December 31, 2008. Payment was received by January 9, 2009. No Cheshire County Town or the City of Keene has ever defaulted in their payment of taxes.

Requests for Information

This financial report is designed to provide a general overview of the county's finances for all those with an interest in the governments' finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Sheryl A. Trombly, Finance Director, 33 West Street, Keene, NH 03431.

BASIC FINANCIAL STATEMENTS

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
DECEMBER 31, 2008

	Governmental Activities	Business- type Activities	Total
ASSETS			
Cash and Equivalents	\$ 1,079,841	\$ 1,032,610	\$ 2,112,451
Temporary Investments	353,532	-	353,532
Accounts Receivable	153,554	1,636,345	1,789,899
Due from Other Governments	495,326	385,978	881,304
Internal Balances	2,770,553	(2,770,553)	-
Inventories	-	90,618	90,618
Deposits and Prepaids	12,711	328	13,039
Restricted Assets: Cash and Temporary Investments	23,683,274	-	23,683,274
Direct Financing Lease Receivable	2,231,840	-	2,231,840
Capital Assets:			
Land and Improvements	984,559	565,334	1,549,893
Water System	315,855	772,121	1,087,976
Wastewater System	166,232	431,411	597,643
Buildings and Improvements	10,763,363	7,078,988	17,842,351
Furniture, Equipment and Vehicles	1,345,324	2,105,212	3,450,536
Construction in Progress	16,436,081	-	16,436,081
Less Accumulated Depreciation	(8,335,710)	(6,651,277)	(14,986,987)
Total Capital Assets, Net of Depreciation	21,675,704	4,301,789	25,977,493
TOTAL ASSETS	\$ 52,456,335	\$ 4,677,115	\$ 57,133,450
LIABILITIES			
Accounts Payable	\$ 215,989	\$ 412,142	\$ 628,131
Contract Payable	1,352,918	-	1,352,918
Retainage Payable	1,159,882	-	1,159,882
Accrued Liabilities	687,915	283,323	971,238
Due to Other Governments	1,250,574	145,664	1,396,238
Deferred Revenue	750,159	-	750,159
Non-current Liabilities:			
Portion Due or Payable Within One Year:			
Bonds and Notes Payable	2,212,700	102,300	2,315,000
Capital Lease Obligations	26,220	87,780	114,000
Portion Due or Payable After One Year:			
Bonds and Notes Payable	35,796,246	306,900	36,103,146
Capital Lease Obligations	132,835	444,708	577,543
Compensated Absences	214,436	208,699	423,135
Total Liabilities	43,799,874	1,991,516	45,791,390
NET ASSETS			
Invested in Capital Assets, Net of Related Debt	7,190,977	3,360,101	10,551,078
Restricted for:			
Juvenile Incentive	341,667	-	341,667
Deeds Surcharge	116,651	-	116,651
Capital Reserves	246,352	-	246,352
Other Purposes:			
Expendable	28,834	-	28,834
Unrestricted (Deficit)	731,980	(674,502)	57,478
Total Net Assets	\$ 8,656,461	\$ 2,685,599	\$ 11,342,060

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2008

	Program Revenues			Net (Expense) Revenue and Change in Net Assets		
	Expenses	Charges For Services	Operating Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities
<i>Functions/Programs</i>						
General Government	\$ 5,010,970	\$ 1,182,534	\$ 385,011	\$ -	\$ (3,443,425)	\$ -
Public Safety	4,874,436	660,234	43,339	-	(4,170,863)	-
Human Services	6,140,446	-	282,918	-	(5,857,528)	-
Farm	393,079	320,073	-	-	(73,006)	-
Interest on Long-term Debt	1,723,404	-	79,658	-	(1,643,746)	-
Total Governmental Activities	18,142,335	2,162,841	790,926	-	(15,188,568)	-
<i>Business-type Activities</i>						
Cheshire County Nursing Home	13,922,448	9,449,583	1,972,833	-	-	(2,500,032)
Total Business-type Activities	13,922,448	9,449,583	1,972,833	-	-	(2,500,032)
Total	\$ 32,064,783	\$ 11,612,424	\$ 2,763,759	\$ -	(15,188,568)	(17,688,600)
<i>General Revenues:</i>						
Taxes:						
County Tax Assessment					19,654,594	19,654,594
Payment in Lieu of Taxes					-	-
Grants and Contributions Not Restricted to Specific Purposes					-	-
Interest and Investment Earnings					1,830,661	1,836,116
Miscellaneous					70,911	83,762
Gain (Loss) on Disposal of Capital Assets					333	(9,270)
Capital Contributions					-	-
Transfers					(3,239,126)	3,239,126
Total General Revenues, Special Items and Transfers					18,317,373	3,248,162
Change in Net Assets					3,128,805	748,130
Net Assets, Beginning of Year					5,527,656	1,937,469
Net Assets, End of Year					\$ 8,656,461	\$ 2,685,599
						\$ 11,342,060

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2008

	Major Funds		Other	Total
	General	House of	Governmental	Governmental
	Fund	Corrections	Funds	Funds
		Construction		
ASSETS				
Cash and Equivalents	\$ 690,945	\$ -	\$ 388,896	\$ 1,079,841
Temporary Investments	953	-	352,579	353,532
Accounts Receivable	151,831	-	1,723	153,554
Due From Other Funds	3,633,195	-	-	3,633,195
Due From Other Governments	377,113	-	118,213	495,326
Inventories	-	-	-	-
Deposits and Prepays	12,711	-	-	12,711
Restricted Assets: Cash and Temporary Investments	-	23,683,274	-	23,683,274
TOTAL ASSETS	\$ 4,866,748	\$ 23,683,274	\$ 861,411	\$ 29,411,433
LIABILITIES AND FUND BALANCE				
Liabilities				
Accounts Payable	\$ 170,537	\$ 30,208	\$ 15,244	\$ 215,989
Contracts Payable	-	1,352,918	-	1,352,918
Retainage Payable	-	1,159,882	-	1,159,882
Accrued Liabilities	215,833	-	-	215,833
Due to Other Funds	-	800,004	154,963	954,967
Due to Other Governments	1,250,574	-	-	1,250,574
Deferred Revenues	53,865	-	-	53,865
Total Liabilities	1,690,809	3,343,012	170,207	5,204,028
Fund Balances				
Reserved for Encumbrances	105,686	-	80,679	186,365
Reserved for Prepays	12,711	-	-	12,711
Unreserved, Reported in:				
General Fund	3,057,542	-	-	3,057,542
Nonmajor Special Revenue Funds	-	-	452,604	452,604
Major Capital Projects Funds	-	20,340,262	-	20,340,262
Nonmajor Capital Projects Funds	-	-	157,921	157,921
Total Fund Balances	3,175,939	20,340,262	691,204	24,207,405
TOTAL LIABILITIES AND FUND BALANCES	\$ 4,866,748	\$ 23,683,274	\$ 861,411	\$ 29,411,433

(Continued)

Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE TO NET
ASSETS OF GOVERNMENTAL ACTIVITIES
DECEMBER 31, 2008

<i>Total Governmental Fund Balances (Previous Page)</i>	\$ 24,207,405
---	---------------

*Amounts Reported for Governmental Activities in the Statement
of Net Assets Are Different Because of the Following Items:*

Capital Assets Used in Governmental Activities Are NOT Financial Resources and Therefore Are Not Reported in the Funds.	21,675,704
---	------------

Other Long-term Assets Are NOT Available to Pay for Current-period Expenditures and Therefore Are Saved in the Funds.	2,231,840
---	-----------

Internal Service Funds Are Used by the County to Charge the Costs of Health and Dental Insurance; the Assets and Liabilities of the Internal Service Fund Are Included in Business-Type Activities. This Amount Represents the Amount Due to the Business-Type Activities at Year End.	92,322
--	--------

Bond Premium Revenues Are Recognized in the Year Received on Governmental Funds (Statement 4) Whereas in the Statement of Net Assets They Are Amortized Over the Life of the Bond Issue.	(154,453)
--	-----------

Long-term Deferred Revenues Related to Long-term Receivables Are NOT Recognized on Statement 3.	(541,840)
---	-----------

Long-term Liabilities, Including Bonds Payable and Unmatured Compensated Absences, Are NOT Due and Payable in the Current Period and Therefore Are NOT Reported in the Funds.	(38,854,517)
---	--------------

<i>Net Assets of Governmental Activities - Statement 1</i>	<u><u>\$ 8,656,461</u></u>
--	----------------------------

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008

	Major Funds		Other Governmental Funds	Totals Governmental Funds
	General Fund	House of Corrections Construction		
Revenues				
Taxes	\$ 19,654,594	\$ -	\$ -	\$ 19,654,594
Intergovernmental	475,236	-	318,438	793,674
Charges for Services	1,685,335	-	24,320	1,709,655
Interest	1,825,351	-	5,310	1,830,661
Other	628,981	-	27,950	656,931
Total Revenues	<u>24,269,497</u>	<u>-</u>	<u>376,018</u>	<u>24,645,515</u>
Expenditures				
Current:				
General Government	4,143,269	-	549,987	4,693,256
Public Safety	4,566,654	-	-	4,566,654
Farm	333,758	-	-	333,758
Human Services	5,900,183	-	-	5,900,183
Capital Outlay	220,364	14,910,647	96,930	15,227,941
Debt Service	4,355,248	-	-	4,355,248
Total Expenditures	<u>19,519,476</u>	<u>14,910,647</u>	<u>646,917</u>	<u>35,077,040</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>4,750,021</u>	<u>(14,910,647)</u>	<u>(270,899)</u>	<u>(10,431,525)</u>
Other Financing Sources (Uses)				
Proceeds of Long-term Debt	-	-	8,499	8,499
Operating Transfers In	1,175	-	216,675	217,850
Operating Transfers (Out)	(3,455,801)	-	(1,175)	(3,456,976)
Total Other Financing Sources (Uses)	<u>(3,454,626)</u>	<u>-</u>	<u>223,999</u>	<u>(3,230,627)</u>
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	<u>1,295,395</u>	<u>(14,910,647)</u>	<u>(46,900)</u>	<u>(13,662,152)</u>
Fund Balances, Beginning of Year	<u>1,880,544</u>	<u>35,250,909</u>	<u>738,104</u>	<u>37,869,557</u>
Fund Balances, End of Year	<u>\$ 3,175,939</u>	<u>\$ 20,340,262</u>	<u>\$ 691,204</u>	<u>\$ 24,207,405</u>
				(Continued)
See Accompanying Notes are an Integral Part of This Financial Statement				- Page 18 -

COUNTY OF CHESHIRE, NEW HAMPSHIRE
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE OF GOVERNMENTAL ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2008

Net Change in Fund Balances - Total Governmental Funds (Previous Page) \$ (13,662,152)

Governmental Funds Report Capital Outlays During the Year as Expenditures on Statement 4. However, on the Statement of Activities (Statement 2) the Cost of Those Capital Items Has Been Capitalized and the Cost is Then Allocated Over Their Estimated Useful Lives and Reported as Depreciation Expense. This is the Amount by Which Capital Outlay Expenditures Exceeded Depreciation Expense for the Current Fiscal Year. 14,526,864

Repayment of Bond and Capital Lease Principal is an Expenditure in the Governmental Funds (Statement 4), But the Repayment Reduces Long-term Liabilities in the Statement of Net Assets (Statement 2). Also, Bond Proceeds Are Recognized as an Other Financing Source on Statement 4 But Are Recorded as a Long-term Liability in Statement of Net Assets (Statement 2). This is the Amount of the Repayments and Bond or Capital Lease Proceeds That Have Been Charged to Long-Term Liabilities. 2,237,080

Accrued Interest on the Governmental Funds is Reported as Expenditure When Paid, While Interest Due at Year End is Recognized as a Liability and an Expense on the Statement of Net Assets (Statement 2). This is the Net Amount by Which Accrued Interest Expense Exceeded Interest Expense for the Current Fiscal Year 65,908

Estimated Compensated Absences Payable Are Recognized When Payable on Statement 4 But Are Accrued and Expensed at Year End on Statement 2. (42,306)

Revenues Reported in the Statement of Activities That do NOT Provide Current Financial Resources are NOT Reported as Current Year's Revenues in the Funds Statement. 79,658

Revenues Received From the State of New Hampshire and Reported on the Funds Statements are Reported as Receipts Against the Direct Financing Lease Receivable on Statement 2. (209,658)

Internal Service Fund is Used by The County to Charge the Costs of Dental and Health Insurance to Individual Funds. The Net Cost of the Internal Service Fund is Reported in Governmental Activities 138,661

Bond Premium Revenues Are Recognized in the Year Received on Governmental Funds (Statement 4) Whereas in the Statement of Net Assets They Are Amortized Over the Life of the Bond Issue. (5,583)

Previous Year's Accounts Payable on the Governmental Funds That are Paid in the Funds (Statement 4) are Reported as Expenditures on the Funds. -

In the Statement of Activities (Statement 2), Only the Loss on the Disposal of Capital Assets is Reported, Whereas in the Governmental Funds (Statement 4) There is No Use of Financial Resources. As a Result, the Change in Net Assets Differs From the Change in Fund Balance by the Net Book Value of the Disposed Capital Assets.

Change in Net Assets of Governmental Activities (Statement 2)

333
\$ 3,128,805

COUNTY OF CHESHIRE, NEW HAMPSHIRE

STATEMENT OF NET ASSETS

PROPRIETARY FUNDS

DECEMBER 31, 2008

	Business- type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
ASSETS		
Current Assets		
Cash and Equivalents	\$ 200	\$ 1,032,410
Accounts Receivable - Services	1,636,345	-
Due From Other Funds	66,012	72,360
Due From Other Governments	385,978	-
Inventories	90,618	-
Deposits	-	-
Prepaid Expenses	328	-
Total Current Assets	2,179,481	1,104,770
Capital Assets:		
Land and Improvements	565,334	-
Water System	772,121	-
Wastewater System	431,411	-
Buildings and Improvements	7,078,988	-
Vehicles	152,518	-
Furniture and Equipment	1,952,694	-
Construction in Progress	-	-
Less Accumulated Depreciation	(6,651,277)	-
Total Capital Assets, Net of Depreciation	4,301,789	-
TOTAL ASSETS	\$ 6,481,270	\$ 1,104,770

LIABILITIES

Current Liabilities		
Accounts Payable	\$ 268,759	\$ 143,383
Accrued Liabilities	283,323	-
Due To Other Funds	2,816,600	-
Due to Other Governments	145,664	-
Deferred Revenues	-	-
Current Portion of Long-term Debt:		
Obligations Under Capital Lease	87,780	-
Bonds Payable	102,300	-
Total Current Liabilities	\$ 3,704,426	\$ 143,383

(Continued)

The Accompanying Notes Are an Integral Part of This Financial Statement

- Page 20 -

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
PROPRIETARY FUNDS
DECEMBER 31, 2008

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
Noncurrent Liabilities:		
Obligations Under Capital Lease	\$ 444,708	\$ -
Bonds Payable	306,900	-
Compensated Absences	208,699	-
Total Noncurrent Liabilities	960,307	-
Total Liabilities	4,664,733	143,383
NET ASSETS		
Invested in Capital Assets, Net of Related Debt	3,360,101	-
Unrestricted (Deficit)	(1,543,564)	961,387
Total Net Assets	1,816,537	961,387
TOTAL LIABILITIES AND NET ASSETS	\$ 6,481,270	\$ 1,104,770

Reconciliation to Government-wide Statement of Net Assets (Statement 1):

Total Net Assets Business-type Activities Above	\$ 1,816,537
Adjustment to Reflect the Consolidation of Internal Service Fund Activities Related to Business-type Activities	869,062
Total Net Assets Business-type Activities, Statement 1	<u>\$ 2,685,599</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
Operating Revenues		
Intergovernmental	\$ 1,438,841	\$ -
Charges for Services:		
Medicaid	4,882,581	-
Private	2,144,250	-
Atypical Unit	1,151,201	-
Medicare A and B (PT, OT, Speech and Other), Respite Care, Nurse Practitioner and Adult Day Care	729,459	-
Other User Charges	-	2,900,543
Total Charges for Services	8,907,491	2,900,543
Miscellaneous:		
Meals	542,092	-
Medicaid Proportional Share	533,992	-
Other	12,851	-
Total Miscellaneous	1,088,935	-
Total Operating Revenues	11,435,267	2,900,543
Operating Expenses		
General Operating Expenses:		
Administration	2,530,457	1,887,218
Quality Improvement	70,411	-
Finance	273,774	-
Computer Operations	163,646	-
Dietary	1,424,383	-
Nursing	5,865,542	-
Atypical Unit	1,072,865	-
Facilities	1,023,383	-
Waste Water Treatment Plant	18,659	-
Water Treatment Plant	22,631	-
Laundry and Linens	694,812	-
Housekeeping	4,014	-
Activities	278,472	-
Social Services	166,788	-
Occupational Therapy	156,853	-
Physical Therapy and Speech Therapy	316,165	-
Other Services for Residents	224,045	-
Capital Outlay - Minor Equipment	659	-
Depreciation	431,932	-
Total Operating Expenses	14,739,491	1,887,218
Operating Income (Loss)	(3,304,224)	1,013,325

(Continued)

The Accompanying Notes are an Integral Part of This Financial Statement

- Page 22-

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
<i>Non-Operating Revenues (Expenses)</i>		
Interest Expense	\$ (50,459)	\$ -
Gain (Loss) on Disposition of Equipment	(9,270)	-
Interest Revenue	-	5,455
Bad Debt Recovery (Expense)	(7,162)	-
<i>Net Non-Operating Revenues (Expenses)</i>	<u>(66,891)</u>	<u>5,455</u>
Income (Loss) Before Contributions and Transfers	<u>(3,371,115)</u>	<u>1,018,780</u>
<i>Contributions and Transfers In (Out)</i>		
Capital Contributions	-	-
Transfers In	3,239,126	-
Transfers (Out)	-	-
<i>Total Contributions and Transfers In (Out)</i>	<u>3,239,126</u>	<u>-</u>
Change in Net Assets	(131,989)	1,018,780
Total Net Assets, Beginning of Year, Restated	<u>1,948,526</u>	<u>(57,393)</u>
Total Net Assets, End of Year	<u>\$ 1,816,537</u>	<u>\$ 961,387</u>

Reconciliation to Government-wide Statement of Activities (Statement 2):

Change in Net Assets Business-type Activities, Above	\$ (131,989)
Adjustments to Reflect the Consolidation of Internal Service Fund Activity Related to Business-type Activities	880,119
Change in Net Assets Business-type Activities, Statement 2	<u>\$ 748,130</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
<i>Cash Flows from Operating Activities</i>		
Cash Received From Services	\$ 9,696,264	\$ -
Cash Received from Other Governments	1,415,599	-
Cash Received for Interfund Services Provided	-	2,900,543
Cash Paid to Suppliers	(7,426,171)	(1,876,527)
Cash Paid to Employees	(6,989,171)	-
Other Expenses	(224,045)	-
<i>Net Cash Provided (Used) by Operating Activities</i>	<u>(3,527,524)</u>	<u>1,024,016</u>
<i>Cash Flows From Noncapital Financing Activities</i>		
Transfers From Other Funds	3,999,245	-
Loans From/(to) Other Funds	(66,012)	(72,360)
<i>Net Cash Provided (Used) for Capital and Related Financing Activities</i>	<u>3,933,233</u>	<u>(72,360)</u>
<i>Cash Flows From Capital and Related Financing Activities</i>		
Principal Paid on Bonds	(102,300)	-
Principal Paid on Capital Lease	(81,620)	-
Interest Paid on Bonds and Capital Lease	(54,049)	-
Acquisition of Improvements and Equipment	(167,740)	-
<i>Net Cash Provided (Used) for Capital and Related Financing Activities</i>	<u>(405,709)</u>	<u>-</u>
<i>Cash Flows From Investing Activities</i>		
Interest Earnings on Investments	-	5,455
<i>Net Cash Provided (Used) From Investing Activities</i>	<u>-</u>	<u>5,455</u>
Increase (Decrease) in Cash and Cash Equivalents	-	957,111
Cash and Cash Equivalents at Beginning of Year	200	75,299
Cash and Cash Equivalents at End of Year	<u>\$ 200</u>	<u>\$ 1,032,410</u>
<i>Noncash Transactions</i>		
Additions to Capital Assets from Contributions	<u>\$ -</u>	<u>\$ -</u>
Capital Assets Retired During the Year	<u>\$ (28,019)</u>	<u>\$ -</u>

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2008

	Business- type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
<i>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</i>		
Operating Income (Loss)	\$ (3,304,224)	\$ 1,013,325
<i>Adjustments to Reconcile Net Operating Income (Loss) to Net Cash Provided by Operating Activities</i>		
Depreciation	431,932	-
Other Operating Expenses	(7,162)	-
Change in Operating Assets and Liabilities:		
(Increase) Decrease in Operating Assets:		
Accounts Receivable	(183,137)	-
Inventories	(13,608)	-
Deposits and Prepaids	4,553	-
Due From Other Funds	-	-
Due From Other Governments	(23,242)	-
Increase (Decrease) in Operating Liabilities:		
Accounts Payable	(340,211)	19,329
Due to Other Funds	-	(8,638)
Accrued Liabilities	43,418	-
Due to Other Governments	(16,540)	-
Deferred Revenues	(117,025)	-
Compensated Absences	(2,278)	-
<i>Total Adjustments</i>	<u>(223,300)</u>	<u>10,691</u>
<i>Net Cash Provided (Used) by Operating Activities</i>	<u>\$ (3,527,524)</u>	<u>\$ 1,024,016</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF ASSETS AND LIABILITIES
FIDUCIARY FUNDS
DECEMBER 31, 2008

	Agency Funds					
	Sheriff's Escrow and Fees	Register of Deeds	Nursing Home Residents' Funds	Nursing Home Activity Fund	Jail Canteen/ Recreation Fund	Hemenway Fund
ASSETS						Community Development Block Grants
Cash	\$ 7,112	\$ 300,359	\$ 51,334	\$ 3,258	\$ 43,810	\$ -
Temporary Investments	-	-	-	-	-	-
Accounts Receivable	-	2,593	415	-	-	-
Due From Other Governments	-	-	-	-	-	-
TOTAL ASSETS	<u>\$ 7,112</u>	<u>\$ 302,952</u>	<u>\$ 51,749</u>	<u>\$ 3,258</u>	<u>\$ 43,810</u>	<u>\$ 12,258</u>
LIABILITIES						
Accounts Payable	\$ 6,468	\$ -	\$ -	\$ -	\$ -	\$ 12,258
Due to Other Governments	-	302,952	-	-	-	-
Due to Specific Individuals and/or Groups:						
To Judiciary Participants	644	-	-	-	-	-
To Inmates	-	-	-	-	43,810	-
To Nursing Home Residents/Activities	-	-	51,749	3,258	-	-
TOTAL LIABILITIES	<u>\$ 7,112</u>	<u>\$ 302,952</u>	<u>\$ 51,749</u>	<u>\$ 3,258</u>	<u>\$ 43,810</u>	<u>\$ 12,258</u>

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

I | SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Cheshire County is a “body corporate” under the authority of the New Hampshire Revised Statute Annotated (RSA) 23:1. The elected County Commissioners are responsible for the day to day operation of the County. The Commissioners present a recommended budget to the County Convention for approval annually. Either the budget approved by the Convention or, if the Convention does not approve the budget timely, the Commissioners’ original budget as submitted for approval, becomes effective for the year.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. County taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. County tax assessments are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

County tax assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

The County reports the following major governmental funds:

General Fund – This is the County’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The House of Corrections Construction fund is used to account for the construction and equipping of a new House of Corrections as approved by the County Delegation to be funded by a \$37,000,000 bond issue.

Non-Major Governmental Fund Types:

Special Revenue Funds – accounts for specific revenue sources that are restricted by law or administrative action to expenditure for specific purposes. Non-major special revenue funds include the Extension Service, Juvenile Placement, Heman Chase, Nursing Home Donations, Wellington and Deeds Surcharge Fund.

Capital Projects Funds – account for financial resources segregated for the acquisition or construction of major capital facilities. Non-major capital projects funds include the various Capital Reserve Funds.

The County reports the following major proprietary funds:

County Nursing Home – This fund accounts for the activities of the Cheshire County Nursing Home. The fund accounts for the operation and maintenance of the Nursing Home, which provides intermediate and skilled nursing care to the elderly residents of the County. The Home is funded through a combination of Medicaid and Medicare funds from the Federal Government, the State and the County as well as from the private resources of the residents of the Home.

Additionally, the County reports the following fund types:

Fiduciary funds are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations or other governments. The fiduciary funds of the County are agency funds (Sheriff’s Escrow and Fees, Register of Deeds, Nursing Home Residents’ Fund, Jail Canteen/Recreation Fund, Hemenway Fund and Community Development Block Grants). Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operation. Fiduciary funds are NOT included in the government-wide financial statements.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The County has elected not to follow subsequent private-sector guidance.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the County Nursing Home function and various other functions of the County. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the County's Nursing Home are charges to residents for services. Operating expenses for the enterprise fund include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the County's policy to use restricted resources first, and then unrestricted resources as they are needed.

D. Assets, Liabilities, and Net Assets or Equity

1. DEPOSITS AND INVESTMENTS

The County's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

The County Treasurer is authorized by State statutes and with the approval of the Commissioners to invest excess funds "in obligations of the U.S. Government, in participation units in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits of banks incorporated under the laws of the State of New Hampshire or in certificates of deposits and repurchase agreements of banks incorporated under the laws or in the State of New Hampshire or in banks recognized by the State Treasurer".

The County participates in the New Hampshire Public Deposit Investment Pool established in accordance with RSA 383:22-24. Total funds on deposit with the Pool at year-end were \$26,579 and are reported as temporary investments on the General Fund (\$953) and other governmental funds (\$25,626). At this time, the Pool's investments are limited to "short-term U.S. Treasury and U.S. Government Agency obligations, State of New Hampshire and New Hampshire municipal obligations, certificates of deposit from A1/P1-rated banks, money market mutual funds (maximum of 20% of portfolio), overnight to 30-day repurchase agreements (no limit, but collateral level at 102% in U.S. Treasury and Government Agency instruments delivered to Custodian) and reverse overnight repurchase agreements with primary dealers or dealer banks."

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The Pool is operated under contract with a private investment advisor, approved by the State Bank Commissioner and the advisory committee created under RSA 383:24. The Pool is a 2a7-like pool, which means that it is not registered with the Securities Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. Cost and market value of the Pool's investments are the same.

2. RECEIVABLES AND PAYABLES

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds".

The Department of Revenue Administration, based upon data reported on the assessment of properties by the cities and towns in the County, annually sets the County tax assessment for each community within the County. Based upon the assessments from the Department of Revenue Administration, the County Treasurer issues a warrant to the cities and towns in the County for them to assess, collect and pay to the County the County tax assessment. The tax is due annually by December seventeenth with interest at ten percent chargeable on any unpaid amounts.

3. INVENTORIES AND PREPAID ITEMS

All inventories are valued at cost using the first-in/ first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

4. CAPITAL ASSETS

Capital assets, which include property, plant, equipment, and vehicles, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the County as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year for governmental activities. For business-type activities (County Nursing Home) the County uses a threshold of \$500. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Property, plant, and equipment of the County is depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Buildings and Improvements	5-40
Vehicles	5-15
Equipment	4-25

5. COMPENSATED ABSENCES

It is the County's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Vacation may be accrued to one and one-half times the employee's maximum. Any vacation accrued beyond this amount will be forfeited.

Employees are allowed to take a given holiday on or after the holiday. Annual accrued holiday time must be taken within sixty days of the new calendar year. Consequently, the County accrues accumulated unpaid vacation pay and recognizes the expense in the period the pay is earned.

Sick leave accumulates at the rate of up to ten days per year and may be accumulated to a maximum of sixty days.

Under the current sick leave policy, upon accumulation of sixty days sick leave, all sick leave days over sixty days are paid to the employee at the end of the year, at the rate of one-half day per day accumulated. Employees may not carry over such compensation to subsequent years nor are they eligible to be paid for any unused sick leave time should they terminate their employment.

All compensated absences are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

6. LONG-TERM OBLIGATIONS

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

7. FUND EQUITY

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

8. NET ASSETS

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consists of capital assets (net of accumulated depreciation) reduced by the outstanding balances of any debt used for the acquisition, construction or improvement of those capital assets. Net assets are reported as restricted when there are limitations imposed on their use either through constitutional provision on enabling legislation or through external restrictions imposed by creditors, grantors or law or regulations of other governments. The County reports the following restricted net asset categories:

Juvenile Incentive – Under New Hampshire RSA (Revised Statutes Annotated) 170-G:4 XVI the State's Division for Children and Youth Services shall distribute funds to cities, towns and counties to "develop and maintain prevention programs, court diversion programs and alternative dispositions for juveniles other than placements outside of the home."

Deeds Surcharge – Under New Hampshire RSA 478:17-j, the Register of Deeds, with approval of the County Convention may impose a \$2 surcharge which may "only be used for the purchase, rental or repair of equipment" and which "shall be a separate nonlapsing account, and the moneys in the account shall not be available for use as general revenue of the county."

Capital Reserves – Under New Hampshire RSA 35:1, the County may raise and appropriate funds for the "construction, reconstruction or acquisition of a specific capital improvement, or the acquisition of a specific item or specific items of equipment." Such funds that have been appropriated by the County Convention are reported as restricted net assets at year end.

II | RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Assets

The governmental fund balance sheet includes a reconciliation between fund balance - total governmental funds and net assets - governmental activities as reported in the government-wide statement of net assets. One element of that reconciliation explains that "long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds."

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The details of this difference are as follows:

Bonds Payable	\$ (38,008,946)
Add: Accrued Interest Payable on Bonds and	
Capital Leases at Fiscal Year End	(472,080)
Capital Leases Payable	(159,055)
Compensated Absences	<u>(214,436)</u>
Net Adjustments to Reduce Fund Balance –	
Total Governmental Funds to Arrive at Net	
Assets – Governmental Activities	<u>\$ (38,854,517)</u>

B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-Wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances - total governmental funds and changes in net assets of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that “governmental funds report capital outlays as expenditures. However, on the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.” The details of this difference are as follows:

Capital Outlay	\$ 15,018,135
Depreciation Expense	<u>(491,271)</u>
Net Adjustment to Increase Net Changes in Fund Balances -	
Total Governmental Funds to Arrive at Changes in Net Assets	
of Governmental Activities	<u>\$ 14,526,864</u>

Another element of that reconciliation states “repayment of bond and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets. Also bond proceeds are recognized as an other financing source on Statement 4 but are recorded as a long-term liability in Statement of Net Assets.”

The details of this difference are as follows:

Debt Issued or Incurred:

Capital Lease Financing	\$ -
Issuance of General Obligation Bonds	-

Principal Repayments:

General Obligation Debt	2,212,700
Payment on Capital Lease	<u>24,380</u>
Net Adjustment to Decrease Net Changes in Fund Balances –	
Total Governmental Funds to Arrive at Changes in Net Assets	
of Governmental Activities	<u>\$ 2,237,080</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

III | STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund. The County observes the following procedures in establishing the budgetary data reflected in the financial statements:

1. The County Commissioners deliver or mail to each member of the County Convention and to the chairman of the Board of Selectmen in each Town and the Mayor of each City within the County and to the Secretary of State prior to December 1 annually their itemized budget recommendations together with a statement of actual expenditures and income for at least nine months of the preceding fiscal year.
2. Within ten to twenty days after the mailing of the budget, a public hearing is held on the budget estimates as submitted by the Commissioners.
3. Twenty-eight days must elapse after the mailing of the estimated operating budget before the County Convention may vote on the appropriations for the ensuing budget period.
4. The County Convention must adopt its annual budget no later than March 1.
5. The final form of the County Budget is filed with the Secretary of State's office and the Commissioner of Revenue Administration no later than 30 days after the adopting of the budget.
6. The Commissioners are authorized to transfer budget amounts from department to department. However, any revisions that alter the total expenditures of any fund must be approved by the Executive Committee of the delegation.
7. Except for the payment of judgments rendered against the County, expenditures cannot exceed the total appropriations which the County Convention has voted.
8. The Commissioners may apply to the County Convention for a supplemental appropriation to be made subsequent to the adoption of the annual County budget. The budget reflected in the financial statements includes one supplemental appropriation approved by the delegation.
9. Formal budgetary integration is employed as a management control device during the year for the General Fund special Revenue Fund (Extension Service) and Proprietary Fund (County Nursing Home). The County legally adopts only one budget for the funds.
10. Budget appropriations lapse at year-end except for any outstanding encumbrances or approved appropriation carryovers.
11. Budgets for the General Fund are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets for the Proprietary Fund are adopted on a basis, which is not consistent with GAAP. The budget for the Proprietary Fund is prepared on the modified accrual basis while GAAP requires the full accrual basis.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

IV | DETAILED NOTES ON ALL FUNDS

A. Deposits and Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the County's deposits may not be returned to it. The County does not have a deposit policy for custodial credit risk. At year end, the carrying amount of the County's deposits was \$26,541,762. At year end, \$26,278,659 of the County's bank balance of \$26,810,928 was exposed to custodial credit risk as follows:

Uninsured-collateral segregated at the Federal Reserve Bank of Boston and/or New York and identified as being pledged to the County on the bank's books.	\$ 26,248,725
Uninsured and Uncollateralized	<u>29,934</u>
Total	<u>\$ 26,278,659</u>

For purposes of the statement of cash flows, all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased are considered to be cash equivalents.

B. Receivables

Receivables as of year-end for the County's individual major funds, non-major and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	General	Other Funds	Total
<i>Receivables:</i>			
County Taxes	\$ -	\$ -	\$ -
Accounts	151,831	1,723	153,554
Intergovernmental	<u>377,113</u>	<u>118,213</u>	<u>495,326</u>
Gross Receivables	528,944	119,936	648,880
Less: Allowance for Uncollectibles	<u>-</u>	<u>-</u>	<u>-</u>
Net Total Receivables	<u>\$ 528,944</u>	<u>\$ 119,936</u>	<u>\$ 648,880</u>

Revenues of the County Nursing Home are reported net of uncollectible amounts. Total uncollectible amounts related to revenues of the current period are as follows: ~~_____~~

Receivables, Gross	\$ 1,636,345
Due From Other Governments, Gross	- 385,978
Uncollectibles	<u>-</u>
Net Total Receivables	<u>\$ 2,022,323</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Governmental funds report deferred revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned.

C. Capital Assets

Capital asset activity for the year ended was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<i>Governmental Activities:</i>				
Capital Assets, Not Being Depreciated:				
Land	\$ 619,156	\$ 365,403	\$ -	\$ 984,559
Construction in Progress	<u>1,861,758</u>	<u>14,574,323</u>	<u>-</u>	<u>16,436,081</u>
Total Capital Assets, Not Being Depreciated	<u>2,480,914</u>	<u>14,939,726</u>	<u>-</u>	<u>17,420,640</u>
Capital Assets, Being Depreciated:				
Land Improvements	-	-	-	-
Water System	315,855	-	-	315,855
Wastewater System	166,232	-	-	166,232
Buildings and Improvements	10,763,363	-	-	10,763,363
Equipment and Vehicles	<u>1,287,543</u>	<u>78,780</u>	<u>(20,999)</u>	<u>1,345,324</u>
Total Capital Assets Being Depreciated	<u>12,532,993</u>	<u>78,780</u>	<u>(20,999)</u>	<u>12,590,774</u>
Less: Accumulated Depreciation for:				
Land Improvements	-	-	-	-
Water System	(164,068)	(10,528)	-	(174,596)
Wastewater System	(65,494)	(5,541)	-	(71,035)
Buildings and Improvements	(7,001,021)	(340,971)	-	(7,341,992)
Equipment and Vehicles	<u>(629,605)</u>	<u>(134,231)</u>	<u>15,749</u>	<u>(748,087)</u>
Total Accumulated Depreciation	<u>(7,860,188)</u>	<u>(491,271)</u>	<u>15,749</u>	<u>(8,335,710)</u>
Total Capital Assets, Being Depreciated, Net	<u>4,672,805</u>	<u>(412,491)</u>	<u>(5,250)</u>	<u>4,225,064</u>
Governmental Activities Capital Assets, Net	<u>\$ 7,153,719</u>	<u>\$ 1,527,235</u>	<u>\$ (5,250)</u>	<u>\$21,675,704</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

	Beginning Balances	Increases	Decreases	Ending Balances
<i>Business-type activities:</i>				
Capital Assets, Not Being Depreciated:				
Land	\$ 75,211	\$ -	\$ -	\$ 75,211
Construction in Progress	-	-	-	-
Total Capital Assets, Not Being Depreciated	<u>75,211</u>	<u>-</u>	<u>-</u>	<u>75,211</u>
Capital Assets, Being Depreciated:				
Land Improvements	490,123	-	-	490,123
Water System	768,261	3,860	-	772,121
Wastewater System	431,412	-	-	431,412
Buildings and Improvements	7,078,988	-	-	7,078,988
Equipment and Vehicles	<u>1,969,352</u>	<u>163,879</u>	<u>(28,019)</u>	<u>2,105,212</u>
Total Capital Assets, Being Depreciated	<u>10,738,136</u>	<u>167,739</u>	<u>(28,019)</u>	<u>10,877,856</u>
Less Accumulated Depreciation for:				
Land Improvements	(398,241)	(23,093)	-	(421,334)
Water System	(475,925)	(31,674)	-	(507,599)
Wastewater System	(177,030)	(15,936)	-	(192,966)
Buildings and Improvements	(3,912,584)	(236,097)	-	(4,148,681)
Equipment and Vehicles	<u>(1,274,315)</u>	<u>(125,132)</u>	<u>-</u>	<u>(1,380,697)</u>
Total Accumulated Depreciation	<u>(6,238,095)</u>	<u>(431,932)</u>	<u>18,750</u>	<u>(6,651,277)</u>
Total Capital Assets, Being Depreciated, Net	<u>4,500,041</u>	<u>(264,193)</u>	<u>(9,269)</u>	<u>4,226,579</u>
Business-Type Activities Capital Assets, Net	<u>\$ 4,575,252</u>	<u>\$ (264,193)</u>	<u>\$ (9,269)</u>	<u>\$ 4,301,790</u>

Depreciation expense was charged to functions/programs as follows:

Governmental Activities:

General Government	\$ 163,252
Public Safety (Sheriff and Corrections)	270,909
Human Services	-
Farm	<u>57,110</u>
Total Depreciation Expense – Governmental Activities	<u>\$ 491,271</u>

Business-Type Activities:

Cheshire County Nursing Home	<u>\$ 431,932</u>
Total Depreciation Expense – Business-Type Activities	<u>\$ 431,932</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

D. Interfund Receivables, Payables, and Transfers

The composition of interfund balances at year end is as follows:

Due to/from Other Funds:

Receivable Fund:	Payable Fund	Amount
General	Nonmajor Governmental Funds	\$ 88,951
General	Cheshire County Nursing Home	2,816,6000
General	House of Corrections Construction	800,004
Cheshire County Nursing Home	Nonmajor Governmental Funds	<u>66,012</u>
	Total	<u>\$ 3,771,567</u>

Interfund Transfers:

	Transfer In			Total
	General	Nonmajor Governmental	Cheshire County Nursing Home	
Transfer Out:				
General	\$ -	\$ 216,675	\$ 3,239,126	\$ 3,455,801
Nonmajor Governmental Funds	1,175	-	-	1,175
Cheshire County Nursing Home	-	-	-	-
Totals	<u>\$ 1,175</u>	<u>\$ 216,675</u>	<u>\$ 3,239,126</u>	<u>\$3,456,976</u>

E. Leases

Capital Leases

The County's General Fund has entered into an agreement for the leases of farm equipment and also various energy improvements. These lease agreements qualify as capital leases for accounting purposes and, therefore, has been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

	Governmental Activities	Business-type Activities
Asset:		
Vehicles	\$ -	\$ -
Energy Improvements	246,225	824,318
Less: Accumulated Depreciation	<u>(43,089)</u>	<u>(144,256)</u>
Total	<u>\$ 203,136</u>	<u>\$ 680,062</u>

(Continued on next page)

- Page 38-

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The future minimum lease obligations and the net present value of these minimum lease payments as of year end were as follows:

Year Ending December 31,	Governmental Activities	Business-type Activities
2009	\$ 33,648	\$ 112,647
2010	22,993	76,978
2011	23,819	79,743
2012	24,570	82,256
2013	25,476	85,288
2014-2016	<u>60,185</u>	<u>201,488</u>
Total Minimum Lease Payment	190,691	638,400
Less: Amount Representing Interest	<u>(31,636)</u>	<u>(105,912)</u>
Present Value of Minimum Lease Payments	<u>\$ 159,055</u>	<u>\$ 532,488</u>

Operating Leases

The County does have operating leases for computer equipment and also for office space. The computer leases require the County to enter into maintenance agreements for the computer equipment and maintain the equipment in good working order, repair and maintenance. Future minimum annual rental payments are as follows:

Year Ending December 31,	Governmental Activities
2009	\$ 146,765
2010	48,256
2011	<u>11,356</u>
Total	<u>\$ 206,377</u>

Operating lease expenditures totaled \$152,652 for the year and are reported under General Governmental expenditures.

F. Long-Term Debt

General Obligation Bonds

The County issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities.

(Continued on next page)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

General obligation bonds are direct obligations and pledge the full faith and credit of the County. These bonds generally are issued with equal amounts of principal maturing each year. General obligation bonds currently outstanding are as follows:

Governmental Activities	Amount
\$4,400,000-1997 Assisted Living /Nursing Home Improvements Bonds, Due in Annual Installments of \$325,000 to \$310,000 Through August 2012; Interest at 4.50% to 5.10%	\$ 830,800
\$2,600,000 – 2001 Jaffrey District Court Bonds, Due in Annual Installments of \$130,000 Through October 2021; Interest at 3.875% to 4.85%.	1,690,000
\$37,000,000 – 2007 Correctional Facility Bonds, Due in Annual Installments of \$1,850,000 Through October 2027; Interest at 4.25%.	35,150,000
\$745,000-2007 State of New Hampshire Drinking Water Revolving Fund Loan-Payments to Begin on the First Anniversary of the Completion Date of the Project-Principal to be Paid Within Ten Years From the Date of the Bond-Interest to be the Lesser of 2.095% or the Adjusted Market Rate Less 1%.	13,146
\$500,000 – 2001 Correctional Facility Design Bonds, Due in Annual Installments of \$25,000 Through October 2021; Interest at 3.875% to 4.85%.	<u>325,000</u>
Total Governmental	<u>\$ 38,008,946</u>

Business-type Activities	Amount
\$4,223,000 – 1975 Nursing Home Bonds, Due in Annual Installments of \$150,000 to \$100,000 Through November 2005; Interest at 7.20%.	\$ -
\$4,400,000 – 1997 Assisted Living/Nursing Home Improvements Bonds, Due in Annual Installments of \$325,000 to \$310,000 Through August 2012; Interest at 4.50% to 5.10%.	<u>409,200</u>
Total Business Type	<u>409,200</u>
Total Bonds and Note Payable	<u>\$ 38,418,146</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ending December 31,	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2009	\$ 2,212,700	\$ 1,624,385	\$ 102,300	\$ 20,460
2010	2,212,700	1,529,383	102,300	15,447
2011	2,212,700	1,434,173	102,300	10,332
2012	2,212,700	1,338,963	102,300	5,217
2013	2,005,000	1,243,390	-	-
2014-2018	10,025,000	4,936,050	-	-
2019-2023	9,715,000	2,796,670	-	-
2024-2027	<u>7,400,000</u>	<u>786,250</u>	<u>-</u>	<u>-</u>
**Total	<u>\$ 37,995,800</u>	<u>\$ 15,689,264</u>	<u>\$ 409,200</u>	<u>\$ 51,456</u>

**** - Does Not Include the State Revolving Loan – No Final Payment Schedule Yet.**

Changes in Long-Term Liabilities

Long-term liability activity for the year ended was as follows:

	Beginning Balances	Additions	Reductions	Ending Balances	Due Within One Year
<i>Governmental Activities:</i>					
General Obligation Bonds	\$ 40,213,148	\$ 8,499	\$(2,212,700)	\$ 38,008,946	\$ 2,212,700
Capital Leases	183,435	-	(24,380)	159,055	26,220
Compensated Absences	<u>172,310</u>	<u>42,126</u>	<u>-</u>	<u>214,436</u>	<u>-</u>
Governmental Activity Long-Term Liabilities	<u>\$ 40,568,893</u>	<u>\$ 50,625</u>	<u>\$(2,237,080)</u>	<u>\$ 38,382,437</u>	<u>2,238,920</u>
<i>Business-Type Activities:</i>					
General Obligation Bonds	\$ 511,500	\$ -	\$(102,300)	\$ 409,200	\$102,300
Capital Leases	614,108	-	(81,620)	532,488	87,780
Compensated Absences	<u>194,534</u>	<u>14,165</u>	<u>-</u>	<u>208,699</u>	<u>-</u>
Business-Type Activity Long-Term Liabilities	<u>\$ 1,320,142</u>	<u>\$ 14,165</u>	<u>\$(183,920)</u>	<u>\$ 1,150,387</u>	<u>\$ 190,080</u>

The County issues tax anticipation notes annually in advance of the payment of the County tax assessments in November and December by the various towns and cities in the County. These notes are necessary to meet the cash flow needs during the fiscal year, which include the County's normal operating budget. Short-term debt activity for the year was as follows:

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

	Beginning Balance	Issued	Redeemed	Ending Balance
County Tax Anticipation Notes Payable	\$ -	\$ 19,820,906	\$ 19,820,906	\$ -

V | OTHER INFORMATION

A. Risk Management

The County is exposed to various risks of loss related to torts, thefts of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The County, along with numerous other municipalities in the State, is a member of two public entity risk pools in the State currently operating as a common risk management and insurance program for which all political subdivision in the State of New Hampshire are eligible to participate. The pools provide coverage for workers' compensation, unemployment and property liability insurance. As a member of the property liability and workers' compensation pools, the County shares in contributing to the cost of and receiving benefits from a self-insured pooled risk management program. Contributions paid for the fiscal year totaled \$357,687 for property liability, workers compensation and unemployment coverage, with no unpaid contributions at year-end.

The pool agreement permits the pool to make additional assessments to members should there be deficiency in pool assets to meet its liabilities. At this time, the pool foresees no likelihood of an additional assessment for past years.

B. Contingent Liabilities

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. The County participates in a federally assisted contract for services with the Department of Health and Human Services Medicaid (Title XIX) - through the New Hampshire Department of Health and Human Services and also receives CDBG grant funds from the New Hampshire Office of State Planning as well as grant funds from the New Hampshire Office of the Attorney General.

The contract and the grants are subject to program compliance audits by the grantors or their representatives. The audits of the contract and the grants for or including the fiscal year have not yet been reviewed by the grantor. Accordingly, the County's compliance with applicable contract requirements will be established at some future date after the grantor's review. The amount if any, of expenditures which may be disallowed by the contracting agencies cannot be determined at this time although the County expects such amounts if any, to be immaterial.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

C. Employee Pension Plan

PLAN DESCRIPTION - Substantially all County employees participate in the State of New Hampshire Retirement System (the System), a cost-sharing multiple-employer defined benefit public employee retirement system (PERS). All County full-time employees are eligible to participate in the System. The System is divided into two employee groups: Group I which includes all employees except fire fighters and police officers and Group II which is for fire fighters and police officers (including County Sheriff's Departments). The New Hampshire Retirement System issues annually a publicly available financial report that includes financial statements and required supplemental information for the System. That report may be obtained by writing to the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH.

GROUP I EMPLOYEES - who retire at or after age 60 but before age 65 are entitled to retirement benefits equal to 1.667% of the average of their three highest paid years of compensation, multiplied by their years of service. At age 65 the benefit is recalculated at 1.50% of AFC multiplied by their years of service credit. Earlier retirement allowances at reduced rates are available after age 50 with 10 years of service. Benefits fully vest upon reaching 10 years of service or attaining age 60.

GROUP II EMPLOYEES - who attain age 45 with 20 years or more of service are entitled to retirement benefits equal to 2.5% of the average of their three highest paid years of service, multiplied by their years of service, not to exceed 40. Benefits vest ratably beginning after 10 years of service.

The System also provides death and disability benefits. Cost-of-living increases have been periodically granted to retirees by the State Legislature.

FUNDING POLICY - The System is funded by contributions from both the employees and employers. Group I employees are required by State statute to contribute 5.0 percent of gross earnings. Group II employees are required to contribute 9.3 percent of their gross earnings. The employer must, under the same statute, contribute monthly at an actuarially determined rate. The current rates are 8.74% regular employees, 11.84% for police officers of covered payroll. The contribution requirement for the year was \$1,539,480, which consisted of \$950,504 from the County and \$588,976 from employees. The County's contributions to the System for the years ended December 31, 2007 and 2006 were \$795,066 and \$632,343, respectively, which were equal to the amount required under State statute to be contributed for each year.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

D. Commitment – Direct Financing Lease and Contracts

The County has entered into a direct financing lease agreement with the State of New Hampshire for a term of 20 years following construction of the Jaffrey District Court Building. The semi-annual payments the County will receive are to be equal to the annual interest and principal payments on the bond. The State will occupy the District Court Building and incur all direct costs associated with the building for the entire period. The County has agreed to sell the District Court Building to the State for a purchase price of \$1.00 at the end of the lease. Future minimum lease payments to be received are as follows at year end:

Year Ended December 31,	Amount
2009	\$ 204,620
2010	199,420
2011	194,210
2012	189,020
2013	183,690
Thereafter	<u>1,260,880</u>
Total	<u>\$ 2,231,840</u>

E. Internal Service Health and Dental Fund – Self Insurance

During the year 2000, the County established a Health and Dental Insurance Fund (an internal service fund) to account for and finance its self-insurance program. Under this program, the Health and Dental Insurance Fund provides coverage for up to a maximum of \$60,000 annually for each individual plan participant. The County purchases commercial insurance for claims in excess of coverage provided by the fund and for all others risks of loss.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

All funds of the County participate in the program and make payments to the Health and Dental Insurance Fund based on actuarial estimates of the amounts needed to pay prior and current-year claims. The claims liability reported in the fund at year end is based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information is available prior to the issuance of the financial statements and the amount of the loss can be reasonably estimated. Changes in the Funds claims liability amount were:

Year Ended December 31,	Beginning of Year Liability	Current Years Claims and Changes in Estimates	Claims Payments	Balance at Year End
2004	\$ 150,888	\$ 2,241,420	\$ (2,215,032)	\$ 177,276
2005	177,276	2,224,211	(2,225,898)	175,589
2006	175,589	1,730,047	(1,756,227)	149,409
2007	149,409	1,797,670	(1,823,025)	124,054
2008	\$ 124,054	\$ 1,328,138	\$ (1,308,809)	\$ 143,383

F. Construction Commitments

The County has certain commitments at year end for architectural, engineering and construction manager services related to the House of Corrections construction project (total of \$20,340,262 of fund balance available at year end) and the Water System Improvements project.

Project	Spend to Date	Remaining Commitment
Jail Construction	\$ 13,363,854	\$ 19,309,601
Construction Administration/ Engineering	1,685,836	239,437
Water System Improvements	102,108	44,892
Total	<u>\$ 15,151,798</u>	<u>\$ 19,593,930</u>

G. GASB #45 and Post-employment Benefits

GASB # 45 addresses the reporting of post-employment benefits other than pensions. This includes the healthcare costs that arise from the implicit rate subsidy when current and retired employees are rated together by the insurance provider to determine the health insurance premium cost. New Hampshire RSA 100-A:50 requires that the insurance premiums be rated together ("retired employees shall be deemed to be part of the same group of active employees....for purposes of determining medical insurance premiums"). This results in the blended insurance rate that is an increased cost for current employees and a lower cost for retired employees, even if the retiree pays 100% of their health insurance premium. The amount of this implicit subsidy has not been computed or recognized as a liability or an expense on Statements 1 or 2. In addition, at year end there was only one individual retiree who was on the health insurance program and any potential implicit subsidy was considered to be immaterial.

REQUIRED SUPPLEMENTAL INFORMATION

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2008

	Original Adopted Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
REVENUES							
<i>Taxes</i>	\$ 19,654,594	\$ -	\$ -	\$ -	\$ 19,654,594	\$ 19,654,594	\$ -
<i>Intergovernmental</i>							
Alternative Sentencing Metal Health Center	-	-	-	-	-	-	-
Federal Grants	671,212	-	-	-	671,212	124,668	(546,544)
Victim Witness Grant	25,000	-	-	-	25,000	25,000	-
Miscellaneous Non-Federal Grants	-	-	-	-	-	7,731	7,731
Domestic Violence Prosecutor Grant	30,000	-	-	-	30,000	30,000	-
Regional Prosecutor - Towns' Reimbursements	117,153	-	36,338	-	153,491	137,314	(16,177)
Bailiff Reimbursement	95,000	-	-	-	95,000	110,112	15,112
Drug Rebates	17,000	-	-	-	17,000	11,114	(5,886)
Human Services Board and Care Reimbursement	-	-	-	-	-	29,297	29,297
Total Intergovernmental	955,365	-	36,338	-	991,703	475,236	(516,467)
<i>Charges for Services</i>							
Register of Deeds	750,000	-	-	-	750,000	598,935	(151,065)
Sheriff's Department Fees	50,500	-	-	-	50,500	54,368	3,868
Sheriff's Department Travel	32,000	-	-	-	32,000	32,754	754
Sheriff's Department Other	16,800	-	-	-	16,800	21,221	4,421
Sheriff's Department Deputy Reimbursement	25,000	-	-	-	25,000	18,523	(6,477)
House of Corrections	86,500	-	-	-	86,500	91,618	5,118
County Farm	328,924	-	-	-	328,924	321,029	(7,895)
Assisted Living and Transportation Aid	544,680	-	-	-	544,680	546,887	2,207
Total Charges for Services	1,834,404	-	-	-	1,834,404	1,685,335	(149,069)
<i>Interest</i>							
Interest	1,159,000	-	-	-	1,159,000	1,825,351	666,351
Total Interest	1,159,000	-	-	-	1,159,000	1,825,351	666,351
<i>Other</i>							
Rental of Property	8,991	-	-	-	8,991	8,991	-
Unified and Jaffrey Court Leases	601,434	-	-	-	601,434	601,434	-
Workers Compensation Insurance Dividend	-	-	-	-	-	-	-
Unemployment Comp Insurance Dividend	-	-	-	-	-	-	-
County Attorney	750	-	-	-	750	3,401	2,651
Premium on Bond Issue	5,000	-	25,000	-	30,000	15,155	(14,845)
Miscellaneous	616,175	-	25,000	-	641,175	628,981	(12,194)
Total Other	-	-	-	-	148,548	-	(148,548)
<i>Fund Balance Used for Prior Year's Encumbrances</i>							
Appropriated From Fund Balance	-	-	-	-	-	-	-
Fund Balance Used to Reduce the Tax Rate	-	-	-	-	-	-	-
Total Revenues	\$ 24,219,538	\$ 148,548	\$ 61,338	\$ -	\$ 24,429,424	\$ 24,269,497	\$ (159,927)

GAAP is the budgetary basis used in the preparation of this schedule.

(Continued)
- Page 46 -

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2008

	Original Adopted Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
EXPENDITURES							
General Government:							
Commissioners' Office	\$ 284,298	\$ -	\$ -	\$ -	\$ 284,298	\$ 241,716	\$ 42,582
Treasurer	8,545	-	-	-	8,545	10,476	(1,931)
County Delegation	12,096	-	-	-	12,096	7,478	4,618
County Attorney	585,972	-	36,338	-	622,310	633,300	(10,990)
Prosecutor's Grant	80,792	-	-	-	80,792	236,469	18,817
Regional Prosecutor	255,286	-	-	-	255,286	80,757	35
Finance	411,481	-	-	(275,692)	135,789	132,867	2,922
Victim Witness Grant	69,225	-	-	-	69,225	65,211	4,014
Computer Operations	261,911	-	-	(175,480)	86,431	81,280	5,151
Register of Deeds	474,605	-	-	-	474,605	453,518	21,087
Medical Referee	11,000	-	-	-	11,000	12,548	(1,548)
Human Resources	141,572	-	-	-	141,572	138,642	2,930
Personnel Administration	836,595	-	-	-	836,595	812,646	23,949
Maintenance of Facilities	651,004	-	-	(47,858)	603,146	585,422	17,724
Assisted Living	478,800	-	-	-	478,800	483,789	(4,989)
Safety	131,441	-	-	-	131,441	128,023	3,418
Conservation District	39,127	-	-	-	39,127	39,127	-
Contingency	-	-	-	-	-	-	-
Total General Government	4,733,750	-	36,338	(499,030)	4,271,058	4,143,269	127,789
Public Safety:							
Sheriff's Department and Dispatch	1,323,121	19,688	-	-	1,342,809	1,272,758	70,051
House of Corrections	2,733,472	1,539	-	-	2,735,011	2,736,062	(1,051)
Fire Mutual Aid	557,834	-	-	-	557,834	557,834	-
Total Public Safety	4,614,427	21,227	-	-	4,635,654	4,566,654	69,000
County Farm	308,052	-	-	-	308,052	333,758	(25,706)
Human Services:							
Human Services	5,888,564	51,602	-	-	5,940,166	5,353,665	586,501
HCS Community Care	98,752	-	-	-	98,752	98,752	-
Monadnock Center for Violence Prevention	8,000	-	-	-	8,000	8,000	-
Monadnock Substance Abuse Center	5,750	-	-	-	5,750	5,750	-
Keene Community Kitchen, Inc.	6,000	-	-	-	6,000	6,000	-
Monadnock Family Services	79,757	-	-	-	79,757	79,757	-
Acting Out	2,000	-	-	-	2,000	2,000	-
Monadnock Development Services	35,000	-	-	-	35,000	35,000	-
Alternative Sentencing Program	355,260	-	-	-	355,260	311,259	44,001
Total Human Services	6,479,083	51,602	\$ -	\$ -	6,530,685	\$ 5,900,183	\$ 630,502

GAAP is the budgetary basis used in the preparation of this schedule.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2008

[illegible]

GAAP is the budgetary basis used in the preparation of this schedule.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2008

	Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
Operating Transfers (Out)							
Special Revenue Funds:							
To County Extension Service	\$ (217,875)	\$ -	\$ -	\$ -	\$ (217,875)	\$ (216,675)	\$ 1,200
To Therapy Scholarship Fund	-	-	(25,000)	-	(25,000)	-	25,000
To Deeds Surcharge	-	-	-	-	-	-	-
Total Special Revenue Funds	(217,875)	-	(25,000)	-	(242,875)	(216,675)	26,200
Capital Projects Funds:							
To Capital Reserves	-	-	-	-	-	-	-
Total Capital Projects Funds	-	-	-	-	-	-	-
Enterprise Funds:							
To Nursing Home	(2,795,380)	-	-	(499,030)	(3,294,410)	(3,239,126)	55,284
Total Operating Transfers (Out)	(3,013,255)	-	(25,000)	(499,030)	(3,537,285)	(3,455,801)	81,484
Total Other Financing Sources (Uses)	(3,013,255)	-	(25,000)	(499,030)	(3,537,285)	(3,454,626)	82,659
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	-	-	-	-	-	1,295,395	1,295,395
Fund Balances, Beginning of Year	1,880,544	-	-	-	1,880,544	1,880,544	-
Fund Balances, End of Year	\$ 1,880,544	\$ -	\$ -	\$ -	\$ 1,880,544	\$ 3,175,939	\$ 1,295,395

GAAP is the budgetary basis used in the preparation of this schedule.

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, February 4, 2008 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Butynski; Hunt; Lerandeau; Mitchell; Johnson; Richardson; Sad; Weber; Commissioner Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9:05 AM.

FACILITIES

Manager King reviewed his capital budget. Several items were reduced. There was discussion on the use of the card reader and the value and efficiency in spending \$45K for it. It was decided that it would be removed from this year's budget. The folding doors were removed, and the windows for the Blood farm were removed. It was agreed that \$20K would be put in the budget for the roof in the barn building. There was discussion on the card reader requests, including for MNH and the courthouse. Commissioner Pratt noted that he requested the Sheriff to search for grants for the card reader. The committee agreed to retain the items requested by the Sheriff only if there are grant funds available.

Manager King brought before the committee a couple of items that are emergency needs. They included: Water pump & motor for MNH \$2200.00; Water pump motor for the HOC \$1600; Raw water meter for WTP \$1300; Broken oil tank vent pipe for 33 West \$500; Shunt trip breakers and heat detectors for 33 West and the courthouse (as required by State of NH Department Of Labor) \$2000. He was authorized to proceed with all these emergency repairs as soon as possible.

COMPUTERS

Doug Scribner presented the budget. He then reviewed the capital budget. It was agreed that the two notebook computers for the sheriff and dispatch would be contingent on receipt of grants for the purchase. Rob Hummel explained the issue with the video camera in the booking area and noted that it is expected to be used in the new jail. He was questioned about the use of the taser and he explained that it is considered safe and has not been shown to cause health issues in individuals. Commissioner Pratt explained how the use of the taser has been video taped and users trained in their use. The Commissioners are satisfied that the HOC will only use them as a last resort.

HUMAN RESOURCES/PERSONNEL ADMINISTRATION

Wendy Hurley gave an overview of the budget. There was a discussion on the education reimbursement line and it was reduced to \$10K for general county employees and \$15K for MNH employees. The personnel admin line was reviewed and there were no further questions.

CONSERVATION DISTRICT

Amanda Costello presented the budget. She explained the mission of the district, which is for sustainable use of resources. They are hoping to promote the district to the community. They help get federal funds for local use. She will get a copy of the amount of funding coming into the county from the feds due to their work. She was thanked for her presentation.

GENERAL COUNTY

This budget covered all property and liability insurance for the county. Chairman Butynski asked that we go out for bid for this line item in the future. However, he was advised that we are currently in a multiyear contract.

The Executive Committee was advised to resident dining chairs that need to be replaced sooner rather than later. After some discussion, **Rep. Hunt moved to spend \$854.96 for the purchase of 6 chairs for the resident lounge, Rep. Weber seconded, voted unanimously.**

Administrator Wozmak updated the committee on the jail site. He noted that the issue of land mitigation for the wetlands continues to be addressed for resolution. There was discussion on this.

There being no further business, at 12:19 PM, the meeting was suspended to meet on February 11 at 9 AM.



Minutes approved on March 10, 2008

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, February 11, 2008 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Butynski; Emerson; Eaton; Hunt; Lerandeau; Mitchell; Johnson; Richardson; Sad; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9:05 AM.

There was a discussion on the interest rate on the jail bond. Director Trombly will prepare an analysis on the investments and rebates from the interest on the jail bond.

Rep. Eaton asked the Commissioners to review the budget over the next week to reduce it. Director Trombly reviewed the cuts to the budget from the sheriff's department, which is that he would delay the captain's position to a 10 month period which would reduce the budget by \$18,168. Rep. Eaton suggested that the position of captain be eliminated from the budget. The savings would be about \$35,000. The County Attorney made some minor adjustments, which would reduce the operating budget. He is not able to reduce the number of hours the administrative staff works. The reduction results in a 7 ¾% increase over last year. The victim witness line will be reduced by \$15,639 as suggested by Director Trombly.

FARM

Mgr. Putnam presented several changes to the budget, including an increase in vet fees, supplies increased for purchasing sawdust. He agreed an increase to the revenue line would be feasible. He reviewed some of the things that had been done by the farm to generate revenue. There will be a meeting of the farm committee after lunch today.

HUMAN SERVICES

Mimi Barber reviewed the need for the new computer program for human services, which is \$5000 in the computer budget. She reviewed the changes to the state budget and its effect on the county budget. Commissioner Pratt noted that by next week ten counties should calculate what the costs would be to the counties with the changes made, and bring this information to Rep. Eaton. The committee asked if the lawsuit is going to be dropped. The Commissioners and County Administrator were asked to bring more information back to the committee.

SHERIFF

The committee advised the sheriff that they deleted the promotion and new position to his department.

UNH CE

Nancy Bradford-Sisson and Wes Cobb were in attendance to review the UNH CE budget. She reviewed items in her budget that went up since last year, resulting in an increase of 1.5% from 2007.

CORRECTIONS

Chairman Butynski confirmed that the jail is expected to be in operation by January 2010. He stated that he called several people involved in the opening of a new jail and they confirmed that hiring

does have to be done before the completion of the building. The Superintendent noted that the National Institute of Corrections helped with the plan of opening a new jail. He read from the NIC report which stated that hiring must be done early enough to hire and train well in advance of the opening of the jail. He reviewed how the hiring process goes which takes time, including training, and often the individuals will go on to other police departments or positions after being trained by the HOC. Rep. Eaton noted that he thinks it is a great task to hire 10 people who are qualified for these positions. The Superintendent agreed. Commissioner Rogers noted that when the jail was approved in 2007, everyone knew that there would be an increase in staffing to run the jail and training in advance would have to be started early. Commissioner Pratt noted that he believes we are extremely lucky and that we have the best superintendent in New Hampshire and we should go as far as we can to give him the tools he needs.

There being no further business, at 11:15 AM, the meeting was suspended to meet on February 18 at 9 AM.

Barbara Hull Richardson

Minutes approved on March 10, 2008

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Farm Committee Meeting
Monday, February 11, 2008 12 PM
Maplewood Nursing Home, Westmoreland, NH

Present: Representatives Emerson, Butynski, Dunn, Sad and Johnson; Dave Putnam, farm manager, and Paul McGuirk and Dick Cates, interested citizens.

Mr. McGuirk referred to a report on the farm from 2002 and gave us a bit of history on the matter. Mr. Cates reiterated his interest in having the farmland in conservation easement for the future. Representative Emerson said that this year it supported itself and made a small profit.

The meeting was a beneficial brainstorming session with good input of ideas for action to insure conservation and sustainability of the farm. Many ideas were centered around activities and uses that would gain revenue for its support while contributing to the quality of life in Cheshire County through educational programs related to land use.

Each member was assigned a task of contacting appropriate persons or agencies that could be of assistance in formulating further studies and plans to that end.

Minutes approved by phone on 2/12 Jane B. Johnson
Clerk

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, February 11, 2008 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Butynski; Emerson; Hunt; Lerandean; Johnson; Richardson; Sad; Weber; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Acct. Asst. Hall; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9:05 AM.

It was decided that the committee review the elected and appointed officials' salaries first. Rep. Lerandean reviewed the results of the salary subcommittee meeting held on February 28. The committee consists of Reps. Lerandean, Emerson, Johnson, Hunt, Eaton, Butynski. **Their recommendations, after discussion with the committee, were voted on with a motion by Rep. Lerandean, seconded by Rep. Allen and voted unanimously.** The salaries were as follows:

County Commissioners	\$9500 each
Treasurer	\$4850
Register of Deeds	\$54,000
County Attorney	\$70,000
Sheriff	\$50,000

The salaries for appointed officials are as listed on the 2007 salary survey, inserting \$81,000 for the nursing home administrator.

Rep. Weber moved and Rep. Emerson seconded a motion to authorize the Register of Deeds to expend 2008 surcharge funds in the amount of \$23,4000, voted unanimously.

Administrator Wozmak advised the committee the issue with the computer department that the back up tape system has to be replaced at a cost of \$2500. **Rep. Weber moved to expend capital funds now for the tape back up system, Rep. Allen seconded, voted unanimously.**

The Feb. 18 proposed changes to the budget were reviewed. Rep. Weber asked about the correction officer budget cuts and what they represent. Administrator Wozmak stated that \$180,299 is for officers and the other positions (maintenance director and case manager) made up the total of \$216,875, a reduction from the original amount of \$300,511. Rep. Hunt noted that he is not able to answer the question from his constituents as how training can be done in the old jail when they are going to be working in the old jail. **Rep. Lerandean moved that the \$180K be reduced to \$75K. Rep. Weber asked if an amendment would be accepted by the mover to change the number to \$130K.** Discussion followed. Chairman Butynski noted that he spoke to several superintendents of new jails regarding hiring officers for the new jail. He stated that two of them did not do the early ramp up. Rep. Allen noted that the committee does not have the expertise of the Commissioners and the superintendent to make this decision. Commissioner Pratt noted that the funds give the superintendent the flexibility to hire in the fourth quarter and that the officers training is more than academy training and working in the facility. He expressed his concern over such a radical cut. **Rep. Weber requested to amend the motion from a reduction to \$75K to**

\$120K instead. Rep. Lerandeau stated he is amenable to the amendment, giving flexibility to the Commissioners and the superintendent. Rep. Richardson noted that she is not agreeable to the reductions, Rep. Allen noted that he is in opposition also. **A roll call vote was taken to reduce the total corrections request to \$120,299 for CO's, \$20,865 for Maintenance Director and \$15,711 for case managers, vote resulted in 6 yes and 2 nays, motion passed.**

A short break was taken.

The Feb. 18 budget changes were reviewed and with the changes made to the budget with salary increases and cuts in personnel for corrections has brought the percentage increase from 2007 budget to *34.70%, bringing adjusted taxes to be raised to *\$19,654,594. (Note: *These numbers were the corrected numbers in email sent from Sheryl Trombly to the committee indicating salary increases for elected officials would not be included in this 2008 budget as was computed at the meeting). Bottom line budget for 2008 is *\$35,904,242, a *16.11% increase.

Rep. Lerandeau asked about the Commissioners' meeting of February 27, which indicated an expenditure of \$220K for repairs at the HOC. Administrator Wozmak noted that no funds were expended, it was just a discussion for Commissioners information.

Rep. Emerson noted that since the county administrator is not listed as nursing home administrator, his salary should be reduced. Commissioner Zerba noted that there are a lot of things going on in the county that are the responsibility of the administrator and the nursing home administrator relies on him for guidance. Zerba further stated that the county administrator's salary was not increased due to the nursing home role and, thus there is nothing to reduce. Rep. Allen noted that he feels he earns his money.

Chairman Butynski noted that we have spent weeks going over the budget for cuts. He asked if there are any additional cuts recommended. **Rep. Lerandeau moved the budget for 2008 be approved at *\$35,904,242, with taxes to be raised at *\$19,654,594, Rep. Hunt seconded, roll call vote resulted in the motion passing 7 to 2.**

Commissioner Pratt noted that we will have a 1.4 million increase in human services because of HB2 and that this amount was to be put back into the budget to cover this amount. The funds are not in this budget. The committee noted that because it is expected that the hold harmless claim will be in place and will not affect our budget.

Rep. Lerandeau noted that for next year a long-range plan committee be established.

There being no further business, at 11:07 AM, the meeting was adjourned.

Barbara Hull Richardson

Approved by phone on March 31

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Monday, March 24, 2008 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Allen; Burrridge; Butcher; Butterworth; Butynski; Chase; Dunn; Eaton; Emerson; Espieffs; Hunt; Johnson; Lerandeau; Loll; Mitchell; Parkhurst; Pflika; Richardson; Roberts; Robertson; Sad; Weber; Weed; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Eaton opened the Executive Committee meeting at 7:00 PM.

Chairman Eaton welcomed everyone to the 2008 budget meeting. He asked Rep. Butynski to speak to the 2008 budget presented by the Executive Committee. Rep. Butynski noted that everyone was mailed a copy of the executive committee budget about a week ago. He explained that there were about seven half day meetings and the executive committee interviewed all department heads in reviewing their budgets. **Rep. Butynski made a motion made to approve executive committee budget in the amount of \$35,904,242, seconded by Rep. Weber.**

Rep. Robertson asked about the staff line on the Commissioners' budget and that the request was reduced by \$30,000. Commissioner Pratt noted that it was for a grant writer that was a personnel request, but was removed and \$10,000 added to outside services instead. He asked about the \$50,000 reduction to printing and binding in the Deeds budget. Rep. Butynski noted that it was agreed that it would be put off until next year. Commissioner Pratt noted that it was the Commissioners' effort to present a responsible budget. There was a discussion on the process of the budget review. Rep. Butynski reviewed some of the major changes that were made to the budget during the executive committee review. He invited any member of the Delegation to attend the budget review meetings to witness the line-by-line evaluation process.

The question was called. On a voice vote, the motion passed 22 to 0. (Rep. Chase left prior to the vote).

Rep. Robertson made a Motion to accept taxes to be raised from cities and towns for 2008 in the amount of \$19,654,594, Rep. Sad seconded, voted unanimously.

Rep. Lerandeau made a motion to vote on elected official's salary effective January 1, 2009, rated at: Commissioners – at rate of \$9500 per year; Treasurer – at rate of \$4,850 per year; Register of deeds – at rate of \$54,000; County Attorney – at rate of \$70,000 per year; Sheriff – at rate of \$50,000, seconded by Rep. Johnson, voted unanimously.

It was suggested that an informal meeting be planned for presentation of the budget to the Delegation. The suggestion was taken under advisement by the Chairman.

Chairman Eaton reviewed the effect of HB 2 on the county budget. He is expecting to have some additional information soon. Commissioner Pratt noted that if the hold harmless designation does not come through for this year, the county is expecting 1.5 million more in expenses and that those funds were not put in the 2008 budget.

Rep. Parkhurst thanked the committee for their work on the budget.

Rep. Weed asked about the jail site and that he was told we would have to move the jail site because of wetlands issues. Administrator Wozmak stated that there was about less than an acre of wetlands on the site and required mitigation. We worked with Keene Conservation committee looking for sites that would be acceptable for mitigation. None of the sites presented were available, and we offered the county land in Chesterfield. DES has determined that Chesterfield is not acceptable because it is outside of an acceptable location. Instead, DES has determined that we will pay a fee in the amount of approximately \$113,000, in accordance with mitigation regulations.

There being no further business, the meeting was adjourned at 8:05 PM.

A handwritten signature in dark ink, appearing to read "Barbara Hull Richardson". The script is cursive and somewhat stylized.

Approved by phone on March 31

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, June 9 2008 10 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Burridge; Butynski; Butterworth; Eaton; Emerson; Johnson; Lerandeau; Mitchell; Richardson; Sad; Weber; Commissioner Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 10 AM. The first item on the agenda is the first quarter budget. Commissioner Zerba noted that there is usually very little activity in the first quarter. Director Trombly asked if there were any questions to her memo explaining the budget. Chairman Butynski asked about an issue of staffing and Administrator Wozmak noted that there are staffing issues with filling physical and occupational therapy positions. We are unable to find and bring in the people that we need in these areas. He noted that there is a shortage in physical and occupational therapists and we have advertised nationally and in Canada but to no success. He noted that the Commissioners will be looking at a recruiting offering to pay for the education with a promise to work at MNH. Chairman Butynski asked that the job offerings be sent to the Delegation so that if they know anyone looking for a job, they can try to recruit. Administrator Wozmak noted that we are in negotiation with other nursing homes to create a shared recruitment. There were no further questions regarding the budget.

Commissioner Pratt noted that we have executed a MOU relating to HB2 that covers 2009-2010 budget. The state will have to pick up about \$21 million under the hold harmless agreement. There were no questions.

Commissioner Zerba stated that we are on line with the budget for the jail. The big unknown was the site work. It appears that the original amount may be exceeded. The idea of the dorm for the jail may be looked into by Southwest Community Services, which may make it eligible for grants. There was discussion on purchasing an additional six acres, and this will allow us to reduce costs for site development. Rep. Sad asked about the LEEDS platinum standards for the building and it was agreed that it is being followed. Administrator Wozmak explained what the purchase of the additional six acres would do to help in developing the site.

At 10:34 AM the group went into nonpublic session, to consider the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community; A decision was reached and a vote taken, however, upon a 2/3 vote of the members, it was determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the body or agency itself or render the proposed action ineffective. Information will be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Rep. Eaton asked if we put the bid out for the construction manager, and Administrator Wozmak stated that we did and several bids were received and a selection process begun several years ago which resulted in MacMillin being selected as the construction manager.

Commissioner Pratt addressed the news article about the wetlands that was incorrectly released in the Sentinel. In lieu of mitigation, we were able to pay \$113,000 to DES because we were not able to find a local area for mitigation. The driveway permit has been received.

Rep. Sad asked if there is any chance of soil contamination, the Commissioners said there was not. Commissioner Pratt noted that Peter Espiebs requested we relook into pellet stoves and we are doing so. He said that the Commissioners will be visiting a new nursing home being built. Rep. Butterworth noted that there will be many changes over the next 50 years on energy supply so we need to be flexible in our choices. There were no further questions.

There being no further business, at 11:51 AM, the meeting was adjourned and six members visited and toured the jail site.

Barbara Hull Richardson

Minutes approved by phone

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, August 18, 2008 7 PM
33 West St., Keene, NH

PRESENT: Representatives Butynski; Burrige; Eaton; Emerson; Johnson; Lerandean; Mitchell; Richardson; Sad; Weber; Commissioners Pratt and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 7:02 PM to review the second quarter budget. Commissioner Zerba stated that Director Trombly can answer any questions. He noted that the deficit at MNH is due to not having therapists for the skilled residents which significantly restricts admissions. NH Administrator Kindopp noted that a PT, OT and Speech therapist are starting soon, which should help to alleviate the revenue shortfall.

Rep. Weed asked how the county is affected relative to the new hold harmless legislation for human services. Director Trombly noted that the counties have a lawsuit against the state because of the additional costs being pushed down to the counties but the issue cannot be addressed until actual numbers can be presented. Rep. Weed asked the Commissioners to write up some of the facts so he can present the information for additional future legislation.

Rep. Eaton moved to accept the second quarter figures as presented, Rep. Weber seconded, voted unanimously.

There being no further business, at 7:12 PM, the meeting ended.



Minutes approved by phone on 8/27/08

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Delegation Meeting
Monday, August 18, 2008 7:15 PM
33 West St., Keene, NH

PRESENT: Representatives Butynski; Butcher; Butterworth; Burrridge; Dunn; Eaton; Emerson; Espieffs; Johnson; Lerandeau; Mitchell; Parkhurst; Richardson; Sad; Weber; Weed; Commissioners Pratt and Zerba; Administrator Wozmak; Finance Director Trombly Arthur Thompson, David Lay, SMRT; Mike Farhm, Peter Tremblay, MacMillin; Todd LaFreniere, Clough Harbor; Ex. Asst. Warren

Chairman Eaton called the meeting to order at 7:20 PM.

Director Trombly reviewed the \$533,992 proshare funds expenditures of \$30,000 to add an ozone injection system for the nursing home laundry and Administrator Wozmak explained the benefits of the system and the environmental, cost and water treatment system savings with the system. The balance of the funds will remain in the nursing home budget to cover the shortfall of revenue caused by a lack of therapists and the resultant restriction on admissions.

Rep. Butcher made a motion to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$533,992 for the receipt of the State of NH Proportional Share Funds, and to authorize the use of Proshare funds by offsetting account lines as follows: Increase Laundry Capital Equipment account # 4900.97.53 by \$30,000 in order to convert the Maplewood Nursing Home Laundry machines to Ozone injection; to apply the remaining \$503,992 to Medicare Part A Revenues account # 3404.20.00 to offset revenue shortfalls, Rep. Espieffs seconded, voted unanimously.

Rep. Burrridge made a motion to adjust the Regional Prosecutor Town Reimbursement Revenue budget and the Regional Prosecutor Expense budget in order to account for the increased revenues and expenses due to additional towns joining the program and by amending the account lines as follows: Increase revenue line 3359.09.00 Regional Prosecutor Town Reimbursement by \$36,338; Increase Prosecutor payroll and benefit lines by \$55,666 for one additional prosecutor; increase rent account #4127.86 by \$2,300 for additional rental space; and decrease Outside Service account # 4127.29.00 by \$21,628 due to decreased need of outside contract help, seconded by Rep. Weber, voted unanimously.

Rep. Mitchell moved to increase revenue line #3509.00.00 (Miscellaneous Revenue) by \$25,000 for the receipt of a \$25,000 donation received from the Madalyn K. Baronoski Estate and to authorize the transfer of this money into a separate fund for the purpose of establishing a scholarship fund in order to recruit Therapists for Maplewood Nursing Home, Rep. Parkhurst seconded, voted unanimously. During discussion Rep. Weed suggested that a press release be done showing the appropriateness of the bequest.

Commissioner Zerba addressed the issue of using geothermal to heat and cool the new jail building. Arthur Thompson spoke to the issue, which uses heat pumps to heat and cool the building. A chart was distributed showing the cost of a bond for \$2.1 million over 25 years, and the savings in energy costs over the same 25 years, and that the bond would break even at about 7 years. There would be about 80-100 wells dug and the depth is not known yet. He explained there was

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, August 18, 2008 7 PM
33 West St., Keene, NH

PRESENT: Representatives Butynski; Burrridge; Eaton; Emerson; Johnson; Lerandeau; Mitchell; Richardson; Sad; Weber; Commissioners Pratt and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 7:02 PM to review the second quarter budget. Commissioner Zerba stated that Director Trombly can answer any questions. He noted that the deficit at MNH is due to not having therapists for the skilled residents which significantly restricts admissions. NH Administrator Kindopp noted that a PT, OT and Speech therapist are starting soon, which should help to alleviate the revenue shortfall.

Rep. Weed asked how the county is affected relative to the new hold harmless legislation for human services. Director Trombly noted that the counties have a lawsuit against the state because of the additional costs being pushed down to the counties but the issue cannot be addressed until actual numbers can be presented. Rep. Weed asked the Commissioners to write up some of the facts so he can present the information for additional future legislation.

Rep. Eaton moved to accept the second quarter figures as presented, Rep. Weber seconded, voted unanimously.

There being no further business, at 7:12 PM, the meeting ended.

Barbara Hull Richardson

Minutes approved by phone on 8/27/08

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Delegation Meeting
Monday, August 18, 2008 7:15 PM
33 West St., Keene, NH

PRESENT: Representatives Butynski; Butcher; Butterworth; Burrridge; Dunn; Eaton; Emerson; Espieffs; Johnson; Lerandeau; Mitchell; Parkhurst; Richardson; Sad; Weber; Weed; Commissioners Pratt and Zerba; Administrator Wozmak; Finance Director Trombly Arthur Thompson, David Lay, SMRT; Mike Farhm, Peter Tremblay, MacMillin; Todd LaFreniere, Clough Harbor; Ex. Asst. Warren

Chairman Eaton called the meeting to order at 7:20 PM.

Director Trombly reviewed the \$533,992 proshare funds expenditures of \$30,000 to add an ozone injection system for the nursing home laundry and Administrator Wozmak explained the benefits of the system and the environmental, cost and water treatment system savings with the system. The balance of the funds will remain in the nursing home budget to cover the shortfall of revenue caused by a lack of therapists and the resultant restriction on admissions.

Rep. Butcher made a motion to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$533,992 for the receipt of the State of NH Proportional Share Funds, and to authorize the use of Proshare funds by offsetting account lines as follows: Increase Laundry Capital Equipment account # 4900.97.53 by \$30,000 in order to convert the Maplewood Nursing Home Laundry machines to Ozone injection; to apply the remaining \$503,992 to Medicare Part A Revenues account # 3404.20.00 to offset revenue shortfalls, Rep. Espieffs seconded, voted unanimously.

Rep. Burrridge made a motion to adjust the Regional Prosecutor Town Reimbursement Revenue budget and the Regional Prosecutor Expense budget in order to account for the increased revenues and expenses due to additional towns joining the program and by amending the account lines as follows: Increase revenue line 3359.09.00 Regional Prosecutor Town Reimbursement by \$36,338; Increase Prosecutor payroll and benefit lines by \$55,666 for one additional prosecutor; increase rent account #4127.86 by \$2,300 for additional rental space; and decrease Outside Service account # 4127.29.00 by \$21,628 due to decreased need of outside contract help, seconded by Rep. Weber, voted unanimously.

Rep. Mitchell moved to increase revenue line #3509.00.00 (Miscellaneous Revenue) by \$25,000 for the receipt of a \$25,000 donation received from the Madalyn K. Baronoski Estate and to authorize the transfer of this money into a separate fund for the purpose of establishing a scholarship fund in order to recruit Therapists for Maplewood Nursing Home, Rep. Parkhurst seconded, voted unanimously. During discussion Rep. Weed suggested that a press release be done showing the appropriateness of the bequest.

Commissioner Zerba addressed the issue of using geothermal to heat and cool the new jail building. Arthur Thompson spoke to the issue, which uses heat pumps to heat and cool the building. A chart was distributed showing the cost of a bond for \$2.1 million over 25 years, and the savings in energy costs over the same 25 years, and that the bond would break even at about 7 years. There would be about 80-100 wells dug and the depth is not known yet. He explained there was

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, August 18, 2008 7 PM
33 West St., Keene, NH

PRESENT: Representatives Butynski; BurrIDGE; Eaton; Emerson; Johnson; Lerandau; Mitchell; Richardson; Sad; Weber; Commissioners Pratt and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 7:02 PM to review the second quarter budget. Commissioner Zerba stated that Director Trombly can answer any questions. He noted that the deficit at MNH is due to not having therapists for the skilled residents which significantly restricts admissions. NH Administrator Kindopp noted that a PT, OT and Speech therapist are starting soon, which should help to alleviate the revenue shortfall.

Rep. Weed asked how the county is affected relative to the new hold harmless legislation for human services. Director Trombly noted that the counties have a lawsuit against the state because of the additional costs being pushed down to the counties but the issue cannot be addressed until actual numbers can be presented. Rep. Weed asked the Commissioners to write up some of the facts so he can present the information for additional future legislation.

Rep. Eaton moved to accept the second quarter figures as presented, Rep. Weber seconded, voted unanimously.

There being no further business, at 7:12 PM, the meeting ended.

Barbara Hull Richardson

Minutes approved by phone on 8/27/08

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Delegation Meeting
Monday, August 18, 2008 7:15 PM
33 West St., Keene, NH

PRESENT: Representatives Butynski; Butcher; Butterworth; BurrIDGE; Dunn; Eaton; Emerson; Espieffs; Johnson; Lerandau; Mitchell; Parkhurst; Richardson; Sad; Weber; Weed; Commissioners Pratt and Zerba; Administrator Wozmak; Finance Director Trombly Arthur Thompson, David Lay, SMRT; Mike Farhm, Peter Tremblay, MacMillin; Todd LaFreniere, Clough Harbor; Ex. Asst. Warren

Chairman Eaton called the meeting to order at 7:20 PM.

Director Trombly reviewed the \$533,992 proshare funds expenditures of \$30,000 to add an ozone injection system for the nursing home laundry and Administrator Wozmak explained the benefits of the system and the environmental, cost and water treatment system savings with the system. The balance of the funds will remain in the nursing home budget to cover the shortfall of revenue caused by a lack of therapists and the resultant restriction on admissions.

Rep. Butcher made a motion to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$533,992 for the receipt of the State of NH Proportional Share Funds, and to authorize the use of Proshare funds by offsetting account lines as follows: Increase Laundry Capital Equipment account # 4900.97.53 by \$30,000 in order to convert the Maplewood Nursing Home Laundry machines to Ozone injection; to apply the remaining \$503,992 to Medicare Part A Revenues account # 3404.20.00 to offset revenue shortfalls, Rep. Espieffs seconded, voted unanimously.

Rep. BurrIDGE made a motion to adjust the Regional Prosecutor Town Reimbursement Revenue budget and the Regional Prosecutor Expense budget in order to account for the increased revenues and expenses due to additional towns joining the program and by amending the account lines as follows: Increase revenue line 3359.09.00 Regional Prosecutor Town Reimbursement by \$36,338; Increase Prosecutor payroll and benefit lines by \$55,666 for one additional prosecutor; increase rent account #4127.86 by \$2,300 for additional rental space; and decrease Outside Service account # 4127.29.00 by \$21,628 due to decreased need of outside contract help, seconded by Rep. Weber, voted unanimously.

Rep. Mitchell moved to increase revenue line #3509.00.00 (Miscellaneous Revenue) by \$25,000 for the receipt of a \$25,000 donation received from the Madalyn K. Baronoski Estate and to authorize the transfer of this money into a separate fund for the purpose of establishing a scholarship fund in order to recruit Therapists for Maplewood Nursing Home, Rep. Parkhurst seconded, voted unanimously. During discussion Rep. Weed suggested that a press release be done showing the appropriateness of the bequest.

Commissioner Zerba addressed the issue of using geothermal to heat and cool the new jail building. Arthur Thompson spoke to the issue, which uses heat pumps to heat and cool the building. A chart was distributed showing the cost of a bond for \$2.1 million over 25 years, and the savings in energy costs over the same 25 years, and that the bond would break even at about 7 years. There would be about 80-100 wells dug and the depth is not known yet. He explained there was

about \$400,000 in blasting costs that was not expected that used a large amount of the contingency fund and that needs to be put back into the budget. Commissioner Pratt explained that the cost of the bond is about \$3 million and the savings would be about \$6 million.

Rep. Sad made a motion that upon the holding of a public hearing, the Delegation will reconvene in order to vote on appropriating a sum not to exceed \$2,100,000 in order to finance a ground source heat pump (Geothermal) System for the new County Correctional Facility. Such sum to be raised through the issuance of bonds or notes pursuant to the provisions of NHRSA 28 and NH RSA 33. As amended, seconded by Rep. Butterworth.

Rep. Emerson moved to amend the motion by taking out the land funds, \$365,000, seconded by Rep. Espieffs. Discussion followed. Rep. Weber moved the question for amending, Rep. Burridge seconded. Roll call vote resulted in the amendment failing with a 14 to 2 vote.

The original motion had a roll call vote and resulted in a unanimous vote to pass, 16 - 0 to move forward with a public hearing and a bond vote on \$2.1 million to fund the geothermal system for the new jail.

There being no further business, at 8:20 PM, the meeting ended.



Minutes approved by phone on 8/27/08

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Public Hearing and Delegation Meeting
Monday, Sept. 8, 2008 7 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen; Butynski; Butcher; Chase; Dunn; Eaton; Emerson; Espieffs; Hunt; Johnson; Lerandau; Mitchell; Parkhurst; Pelkey; Richardson; Roberts; Robertson; Sad; Weber; Weed; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly Arthur Thompson, David Lay, SMRT; Todd LaFreniere, Clough Harbor; Ex. Asst. Warren

Chairman Eaton called the public hearing to order at 7:05 PM.

Arthur Thompson spoke about the geothermal heating and air conditioning for the new jail. He explained that the Commissioners are looking in to it because of the high cost of fuel. He explained the process of looking at this type of system to make the decision. He explained that propane will be used to bring the water up to the temperature needed during the winter, and that the chart for the cost of savings on the bond and payments on the bond. In response to the public question as to the use and experience of the designer, Todd explained that he has designed many geothermal facilities. Rep. Allen noted that it is safe to say there will be less greenhouse gases using this type of energy.

Mr. Bart Cushing, who drilled the test well, was present and he explained that he did the drilling and the testing and he explained the process of both. He stated that the results of his testing indicate that the site is favorable to using geothermal. Arthur explained the breakdown of costs and Todd explained that a closed loop system is being considered for this project. There was a question as to where the numbers came from and Todd noted that the architect and engineers were involved in determining the numbers.

There was a question on the \$365K contingency costs and Arthur explained that there was an additional cost of approximately \$800K for blasting which should be replenished for the rest of construction. In response to a question, Todd explained that the maintenance on an oil fired system is greater than with geothermal. Bart Cushing explained that he has worked on both open and closed loop systems and that the closed loop is a fraction of the cost and that the technology has been around for decades.

A member of the public stated that she has to stick to a budget and she believes the county should have to also.

Rep. Lerandau stated that he thinks the decision should be tabled for another time. Chairman Eaton noted that the suggestion is appropriate for the Delegation meeting, not the public hearing. In response to a member of the public, Arthur noted that most of the surprises in construction usually happen at the first stage of the project, site preparation. Rep. Johnson asked why didn't we think of using geothermal three years ago when the project started. It was noted that fuel oil did not cost what it does today. Rep. Hunt asked about the LEEDS certification. Arthur noted that it was agreed at the time of authorization for the jail, it was agreed to do the LEEDS process but not going for the certification because of the costs involved.

Rep. Emerson noted that the executive committee worked hard to keep the county budget low and she feels that the items cut from the budget should be put back to help the people of the towns. Rep. Allen noted that an advantage of this project is a reduction in greenhouse gas emissions. In response to a question regarding alternative energy sources, Rep. Robertson explained that the cost of wood pellets will eventually increase and the transportation and storage of propane will increase. He explained that three years ago we were not concerned about the cost of fuel so geothermal was not considered. He noted that Merrimack County nursing home uses geothermal and they are expecting a payback on the costs sooner than expected. He explained that we are trying to save the taxpayers money. He further explained that the purchase of additional land has nearly paid for itself, but it is the blasting that has increased costs.

There being no further questions from the public, the public hearing closed at 8:29 and a short break taken.

The Delegation meeting opened at 8:35.

Rep. Weber made a motion to raise and appropriate a sum not to exceed \$2.1 million (\$2,100,000) to finance the costs associated with the design, construction and equipping of a ground source heat pump system at the new county correctional facility; and to replenish the overall project contingency fund related to the construction and development of the new county correctional facility. Such sum to be raised through the issuance of bonds pursuant to the provisions of NH RSA 28 and NH RSA 33, as amended; and to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof, seconded by Rep. Sad, discussion followed.

Rep. Plifka made a motion to table the issue before the Delegation, seconded by Rep. Butynski, the vote was 16-4 to table the issue. Chairman Eaton stated that there will be another meeting within 14 days.

It was decided that a meeting be held on Sept. 22 at 7 PM to discuss this further.

There being no further business, at 8:50 PM, the meeting was suspended until Sept. 22.



Minutes approved by phone on Oct. 2

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Delegation Meeting
Monday, Sept. 22, 2008 7 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen; Butynski; Butcher; Butterworth; Chase; Dunn; Eaton; Emerson; Espieffs; Hunt; Johnson; Lerandau; Mitchell; Pelkey; Plifka; Richardson; Roberts; Robertson; Sad; Weber; Weed; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Arthur Thompson, David Lay, SMRT; Todd LaFreniere, Clough Harbor; Ex. Asst. Warren

Chairman Eaton re-convened the meeting to order at 7:05 PM.

Chairman Eaton mentioned that Irene Pratt died this past weekend and asked for a moment of silence in memory of her and the work she did as a member of the Delegation. He gave information on the services to be held.

Rep. Weber moved to remove the article on geothermal from the table, Rep. Sad seconded, voted unanimously.

Rep. Mitchell, based on the lower request for funding made by the Commissioners, made a motion to amend the original motion to be to raise and appropriate a sum not to exceed \$1.8 million (\$1,800,000) to finance the costs associated with the design, construction and equipping of a ground source heat pump system at the new county correctional facility; and to replenish the overall project contingency fund related to the construction and development of the new county correctional facility. Such sum to be raised through the issuance of bonds pursuant to the provisions of NH RSA 28 and NH RSA 33, as amended; and to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof, seconded by Rep. Sad. The friendly amendment was accepted by the Rep. Weber thereby changing the main motion. Discussion followed.

Commissioner Zerba explained that the numbers given previously had been received on the day of the last meeting, and since then the numbers have been refined. Commissioner Rogers noted that the numbers have been reduced by \$300K and that passing this bond vote is a valuable thing to do for the taxpayer because of the savings over the long term. He urged that the project be approved. Commissioner Pratt stated that we have tried to be as transparent as possible and that is why we transmitted this information last Friday to the Delegation containing up to date information.

Rep. Allen asked if there is a positive value received as shown in the report, and the Commissioners replied that it does. Commissioner Zerba stated that the amount was reduced further from the \$1.8 million, further budget reductions might have to be made from the furniture, fixtures and equipment line. Administrator Wozmak explained that the FF&E line is more than office furniture, it is tables, sinks, laundry equipment, lighting. Items such as wiring, etc., have already been purchased.

Commissioner Zerba said some of the cells have been delivered.

Rep. Lerandeau asked about investments from the bond. Administrator Wozmak noted that it was determined that interest would be made and we have to pay about \$300K in arbitrage and we have already allocated \$900K towards taxes to be raised in the 2008 budget, in order to reduce the amount required from taxpayers. He stated that while there would be additional interest earned, it was unclear as to the amount.

Rep. Mitchell asked if there is any problem in getting a bond at this time because of the market. Administrator Wozmak stated that we would get a recommendation from investment counsel to determine the best time to get the bond and to see if current market conditions would create a borrowing obstacle.

Rep. Lerandeau moved to further amend the motion and reduce the amount to \$1.6 million, seconded by Rep. Butynski. Discussion followed.

Rep. Weed noted that the tax impact on a \$200K home moves from \$1.42 a year to \$1.18 with the difference of reducing the amount by \$200K, and he feels that \$.24 is an insignificant amount and he supports the amount of \$1.8 million. Rep. Butynski noted that he appreciates the numbers and the staff for their cuts in the amount to \$1.6. Rep. Allen stated that the paperwork clearly indicates that there is a benefit to changing to geothermal with a return on the investment in seven years. Rep. Hunt stated that he is going to vote against the bond because the taxpayer cannot afford the increase in taxes to be paid.

A roll call vote on the resulted in a vote of 7 to 14 against reducing the \$1.8 to \$1.6 million, motion failed.

Rep. Johnson stated that she is here to vote against spending additional money for this project. Rep. Eaton noted that when the project was proposed, fuel was less than \$2 a gallon and there were no indications that the cost would become prohibitive, which is why this project was researched. He noted that in giving a forum for his town of Stoddard, he explained the geothermal project to his constituents. Of the 90 people present, 88 voted that a go ahead should be given on the project, only two people did not, and after he spoke to them personally to clarify what they thought, they also agreed. So he is supporting the project.

Rep. Butterworth noted that because this project will lower expenses in the future, he will vote for this project. Rep. Chase stated that he feels this is the right decision to be made at this time because of our dependency on oil. Rep. Butcher stated that the project should have been followed at the time of the original planning but we are where we are now and we need to make a decision to support the project. Rep. Dunn noted that the cost is about \$1.42 for a \$200,000 homeowner and in 5-7 years we will be making money back and he supports the project.

Chairman Eaton re-read the motion before the Delegation: **To raise and appropriate a sum not to exceed \$1.8 million (\$1,800,000) to finance the costs associated with the design, construction and equipping of a ground source heat pump system at the new county correctional facility; and to replenish the overall project contingency fund related to the construction and development of the new county correctional facility. Such sum to be raised through the issuance of bonds pursuant to the provisions of NH RSA 28 and NH RSA 33, as amended; and to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof.**

A roll call vote on the above motion resulted in 14 yes votes and 7 nay votes. The motion, having received the required two-thirds majority vote, was passed.

There being no further business, at 7:50 PM, the meeting adjourned.

Barbara Hull Richardson

Minutes approved by phone on Oct. 2

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Delegation Meeting
Tuesday, Dec. 9, 2008 7 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen, Burridge, Butynski; Butterworth; Carlson; Carr; Eaton; Emerson; Hunt; Johnson; Laurent; Lerandeau; Meader; Mitchell; Parkhurst; Richardson; Roberts; Robertson; Sad; Sterling; Weber; Weed; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Eaton called the meeting to order at 7:05 PM. He asked that the new members of the Delegation stand and introduce themselves.

Chairman Eaton presented a slate of officers: Chairman Bonnie Mitchell, Vice Chairman Lucy Weber and Clerk Barbara Hull-Richardson. The full slate was moved and seconded. Rep. Roberts asked that individual votes be taken for the elections.

Rep. Carlson moved to appoint Rep. Mitchell as Chairman of the Delegation, seconded by Rep. Sad. A roll call vote was taken and resulted in 20 yes votes, 1 no vote by Rep. Roberts, motion passed.

Rep. Butynski moved to appoint Rep. Lucy Weber as Vice Chair, seconded by Rep. Sad. A roll call vote was taken and resulted in 20 yes votes, 1 no vote by Rep. Roberts, motion passed.

Rep. Carlson moved to appoint Rep. Richardson as clerk of the Delegation seconded by Rep. Weber, roll call vote resulted in 21 yes votes, motion passed.

Rep. Carlson moved to appoint Rep. Lerandeau as chairman of the Ex. Committee seconded by Rep. Johnson, voice vote was unanimous.

Rep. Johnson moved to appoint Rep. Hunt as vice chair, seconded by Rep. Lerandeau, voice vote was unanimous.

Rep. Butynski moved to appoint Rep. Richardson as clerk, seconded by Rep. Meader, voice vote was unanimous.

Rep. Johnson moved to appoint Reps. Allen, Butynski, Carlson, Eaton, Hunt, Johnson, Lerandeau, Mitchell, Richardson, Sad and Weber to the Ex. Committee, seconded by Rep. Meader. After some discussion as to any drawback of having 12 members of the Executive committee, there was a friendly amendment by Rep Hunt to add Rep. Emerson to the Executive Committee. Voice vote was unanimous on the amended motion.

There being no further business, the meeting closed at 7:20 PM.

The budget hearing on the 2009 budget opened at 7:22 PM. Commissioner Zerba gave an overview of the budget process. He asked if there were any questions from the Delegation or the public. Commissioner Rogers noted to the members that about \$100K will be saved in the laundry

department at the nursing home with the new propane dryers and the use of ozone in washing. Rep. Roberts asked about the jail size and whether we are building a jail to hold federal prisoners. Commissioner Rogers stated that we built the jail for our inmates and for future growth. The federal prisoners will only be used to fill the space and this will help in paying some of the costs. Rep. Roberts asked what our fed inmates count is expected in 2011. Administrator Wozmak noted that according to demographics and studies done, it is difficult to see what the count would be.

Rep. Robertson asked if there has been any interest shown in the jail building in Westmoreland. Administrator Wozmak noted that the Commissioners are going to establish a committee, in cooperation with the Delegation to look at the use of the old jail building. He said that no interest in the old jail had yet been expressed by anyone.

Citizen Jud Dexter noted that some of the positions at the nursing home, such as OT, PT and Speech salaries have increased greatly and that with the economy the way it is, the positions could be filled with a lower salary. He said he saw an add for clerical help at Keene State College that had 200 applicants and that, therefore, there must be plenty of unemployed physical therapists that would agree to less money. Commissioner Zerba clarified that we have been trying to fill these positions for almost two years, even using head-hunters and looking nationally for people, and have been unsuccessful in filling the positions because of the lack of people available. Commissioner Rogers noted that since we cannot fill the positions, we are losing money daily because we are not able to take in a particular level of residents that would increase revenue at the nursing home.

It was asked what percent of merit and COLA was expected to be given to employees. Administrator Wozmak replied that the proposed merit increase is 1.25% and COLA recommended was reduced by 3/10th of a percent.

There was a question as to whether the inmates in the jail could be combined in fewer sections and thereby using fewer correctional officers. Administrator Wozmak stated that the inmates are classified and some inmates cannot be combined with others because of this classification. If the inmates were classified in a common category, they would be housed together.

A Rindge Selectwoman stated that the towns are taking the heat for tax increases by the county and school and they hoped the Delegation would take a close look at the county budget.

There was a question regarding correctional officer staffing and Superintendent Van Wickler introduced himself. He addressed the staffing issues for the jail. He explained how we have to train officers not only what "buttons" to press in running the building, but how to treat inmates. Rep. Allen noted that he feels we have very capable personnel.

Rep. Parkhurst moved to authorize the Register of Deeds to expend 2009 surcharge funds in the amount of \$23,400, seconded by Rep. Weed, voted unanimously

Sue Newcomer of Keene Chamber of Commerce asked for endorsement from the Delegation for a CDBG application for a workforce program, which would create a machining lab to train people to work with machinery, which would be created at Keene State College. The support of KSC, River Valley and Keene Community Ed, in addition to many manufacturing companies in the area are partnering for this project. The County Commissioners agreed to support this program for a grant of \$250K, with a 2-1 match by local manufacturers. They are hoping to open the lab in Sept. 2009,

and expect to put about 200 people a year through the training. The program does not cost the county any funds.

Rep Hunt moved that the delegation support the Cheshire County Commissioners to apply for Community Development Block Grant funds for the Greater Keene Chamber of Commerce and Keene State College and their partners to develop a new program to create a Community Machining laboratory, seconded by Rep. Sad, vote 21 to 1, with Rep Johnson voting against the motion.

There being no further business, the public hearing and Delegation meeting closed at 8:25 PM.



Minutes approved by phone on Jan. 2, 2009

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Tuesday, Dec. 9, 2008 8 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen, Butynski; Carlson; Eaton; Emerson; Hunt; Johnson; Lerandeau; Meader; Mitchell; Richardson; Sad; Weber; Commissioners Pratt, Rogers and Zerba; Treasurer West, Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

The Executive Committee meeting was opened at 8:26 PM.

Rep. Lerandeau made a motion to authorize the Treasurer of the County of Cheshire, upon the request of the Cheshire County Board of Commissioners to borrow in anticipation of taxes an amount not to exceed \$23 million dollars for the 2009 budget year, January 1, 2009 to December 31, 2009, seconded by Rep. Johnson, voted unanimously.

The first meeting of the executive committee will be January 9 at 9 AM at 33 West St. Subsequent dates for budget meetings will be determined at that time.

There being no further business, at 8:30 PM, the meeting ended.

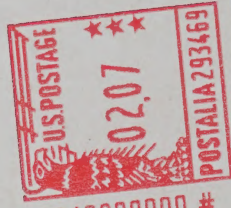
Barbara Hull Richardson

Minutes approved by phone on Jan. 2, 2009

Barbara Hull Richardson

Notes

Cheshire County Commissioners
33 West Street
Keene, NH 03431



0000063764



UNH Library
Special Collections Department
18 Library Way
Durham, NH 03824-3592

